

REC'D DEC 1 2010

REORGANIZATION PLAN SUBMITTAL SHEET  
(Each municipality in a School Union must be indicated separately)

School Administrative Units Included in APPROVED Notice of Intent	School Administrative Units Submitting Reorganization Plan
Jay	Jay
RSU 36 Livermore, Livermore Falls	RSU 36 Livermore, Livermore Falls

Contact Information:

RPC Co-Chair

Name: Mary Redmond Luce

Address: 55 Barbridge Drive  
Jay, ME 04239

Telephone: 645-4812

E-mail: mredmondluce@mpf.org

RPC Co-Chair

Name: Ashley O'Brien

Address: P.O. Box 603  
Livermore, ME 04253

Telephone: 897-7190

E-mail: confirms@roadrunner.com

Date Plan Submitted:

November 10, 2010

Proposed RSU Operational Date: July 1, 2011

Maureen L. Hume 11/12/10 Jay School Dept  
Signature/Title Date SAU

Maureen Conyford 11/12/10 \_\_\_\_\_  
Signature/Title Date SAU

Maureen L. Hume 11/12/10 Jay School Dept  
Signature/Title Date SAU

Daniel S. DiLorenzo 11/13/10 JAY school committee  
Signature/Title Date SAU

\_\_\_\_\_  
Signature/Title SAU

# **Reorganization Plan Cover Sheet** (Please attach Reorganization Plan as Exhibit A)

Required Elements							
Law Reference Item Number Sub- Chapter 2	Item	N/A	Complete	In Progress	Not Yet Started	Identified Barrier <sup>1</sup>	Need Assistance <sup>2</sup>
3.A(1)	SAUs included in RSU		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(2)	Size of governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Composition of governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Apportionment of governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(3)	Method of voting of the governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(4)	Composition of local school committees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Powers of local school committees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Duties of local school committees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(5)	Disposition of real & personal school property		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(6)	Disposition of existing school indebtedness (if not using provisions of section 1506)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Disposition of lease-purchase obligations (if not using provisions of section 1506)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(7)	Assignment of school personnel contracts		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Assignment of school collective bargaining agreements		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Assignment of other school contractual obligations		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(8)	Disposition of existing school funds and existing financial obligations		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(9)	Transition plan that addresses the development of a budget for the first school year		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Transition plan that addresses interim personnel policies		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(10)	Documentation of the public meeting(s) held to prepare or review reorganization plan		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(11)	Explanation of how units that approve reorganization plan will proceed if one or more units do not approve the plan		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(12)	Estimate of cost savings to be achieved		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(13)	Such other matters as the governing bodies of the school administrative units in existence on the effective date of this chapter may determine to be necessary		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> Please explain why this is a barrier and what assistance you need to remove this barrier on the next page.

<sup>2</sup> Please explain what assistance you need to complete this portion of your plan, and state from whom you need assistance, on page 3.

Parameters for Plan Development							
Law Reference Item Number Sub-Chapter 2	Item	N/A	Complete	In Progress	Not Yet Started	Identified Barrier <sup>3</sup>	Need Assistance <sup>4</sup>
3.B(1)	Enrollment meets requirements (2,500 except where circumstances justify an exception <sup>5</sup> )		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sec. XXXX-36, Parameter B	When viewed in conjunction with surrounding proposed units, may not result in one or more municipalities being denied the option to join an RSU		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.B(2)	Comprehensive programming for all students grades K - 12.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Includes at least one publicly supported high school		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.B(3)	Consistent with policies set forth in section 1451		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.B(4)	No displacement of teachers		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	No displacement of students		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	No closures of schools existing or operating during school year immediately preceding reorganization, except as permitted under section 1512		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sec. XXXX-26, Parameter F	The plan must address how the school administrative unit will reorganize administrative functions, duties and noninstructional personnel so that the projected expenditures of the reorganized school unit in fiscal year 2011-2012 for system administration, transportation, special education and facilities and maintenance will not have an adverse impact on the instructional program <sup>6</sup>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Collaborative Agreements							
						Yes	No
Does your plan currently include information/documentation on collaborative agreements? (not required, but encouraged)						<input type="checkbox"/>	<input checked="" type="checkbox"/>

Exceptions to 2,500 minimum

**Actual number of students for which the SAU is fiscally responsible**

(use the Oct. 1, 2006 numbers): 1868

Exception	Exception Claimed in Plan	Documentation Provided? (Please attach as Exhibit B)	
		Yes	No
Geography	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Demographics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Population Density	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Unique Circumstances	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<sup>3</sup> Please explain why this is a barrier and what assistance you need to remove this barrier on the next page.

<sup>4</sup> Please explain what assistance you need to complete this portion of your plan, and state from whom you need assistance, on page 3.

<sup>5</sup> Please note in the *Exceptions to 2500 minimum* section on next page

<sup>6</sup> This requirement is only for those who plan to be operational as an RSU in fiscal year 2008-2009, in accordance with a Reorganization Plan that is approved by the Commissioner and by the voters.

**Explanation of Barriers –**

Please use this section to explain any/all barriers identified on the previous page as a barrier in completing your Reorganization Plan.

Law Reference/Required Element	Explanation of the barrier

**Assistance Needs –**

Please use this section to describe your needs for assistance and from whom you need assistance.

Law Reference/Required Element	Explanation of your assistance need	Assistance needed from whom?

  
Signature/Title Chair 36

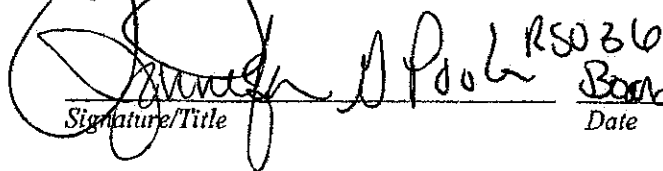
9/14/10  
Date

36  
SAU

  
Signature/Title

9/Nov/10  
Date

36  
SAU

  
Signature/Title D. Pool RSO 36

Board. 11/9/10  
Date

36  
SAU

Elaine LaPointe  
Signature/Title

11/9/10  
Date

36  
SAU

Cynthia Young  
Signature/Title

11/9/10  
Date

36  
SAU

Ann M. Southern  
Signature/Title

11/09/10  
Date

36  
SAU

Katie Castonguay  
Signature/Title

11/9/10  
Date

36  
SAU

Christopher Bales  
Signature/Title

11/9/10  
Date

36  
SAU

Diane Gould  
Signature/Title

11/9/10  
Date

36  
SAU

Debbie C. Roden, Vice Chair  
Signature/Title

11/9/10  
Date

36  
SAU

Signature/Title

Date

SAU

Signature/Title

Date

SAU

Mary Elizabeth - Chair 11/02/10 Jay  
Signature/Title Date SAU

Pat Hunt 11/2/10 36  
Signature/Title Date SAU  
Administrator,  
Town of Livermore

[Signature] 11/2/10 Town of Livermore Falls  
Signature/Title Date SAU

Kenneth J. Friday 11/3/10 36  
Signature/Title Date SAU

Alene Chodges 11/3/10 36  
Signature/Title Date SAU  
Vice Chair RSO

[Signature] 4/10/10 36  
Signature/Title Date SAU  
RSO 36 Chair

Smiley W. Wade 11/4/10 36  
Signature/Title Date SAU  
Community

Annette M. Gaudin 11/5/10 Jay  
Signature/Title Date SAU  
Teacher

Frank A. [Signature] 11/9/10 36  
Signature/Title Date SAU

John Merwin 11/9/10 Jay  
Signature/Title Date SAU

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Signature/Title Date SAU

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Signature/Title Date SAU

# Jay / RSU #36 Reorganization Plan

Final – Version 5  
October 27, 2010



**Regional Planning Committee – Jay School Department and RSU 36**

<b>Name/Title</b>	<b>Street Address</b>	<b>Town/Zip</b>	<b>Phone</b>	<b>E-mail</b>
Clint Boothby RPC Chair	363 Boothby Rd.	Livermore 04253	897-4848 / 225-5044 890-4270	clint@boothbylaw.com
Jim Chaousis LF Town Manager	2 Main St.	Livermore Falls 04254	897-3321	townmanager@lfme.org
Ruth Cushman Jay Town Manager	340 Main St.	Jay 04239	897-6785	jmanager@jay-maine.org
Annette Girardin Jay Teacher	P.O. Box 212	Jay 04239	897-6242	annette_girardin@jayschools.org
Kenny Jacques LF Businessman	24 High St.	Livermore Falls 04254	897-6006 / 779-0367	ken@ski-depot.com
Kenneth Landry RSU 36 Teacher	349 Sanders Rd.	Livermore 04253	897-5138	klandry@rsu36.net
Tim Madden Livermore Businessman	231 Strickland Ferry Rd.	Livermore 04253	645-5109 ext. 223	tim@ranormech.com
Justin Merrill Jay Businessman	31 Oak St.	Jay 04239	931-8875	Merrill5575@hotmail.com
Ashley O'Brien RSU Board Chair	P.O. Box 603	Livermore 04253	897-7190	confirms@roadrunner.com
Mary Redmond-Luce Jay School Committee Chair	55 Barbridge Dr.	Jay 04239	645-4812	mredmondluce@mpf.org
Denise Rodzen RSU 36 Board Vice Chair	84 Parkview Ave.	Livermore Falls 04254	931-7735	denise@rodzen.com
Kurt Schaub Livermore Administrator	10 Crash Rd.	Livermore 04253	897-3207	livermore@roadrunner.com

## **Plan to Reorganize**

### **Jay School Department and Regional School Unit #36 into a Regional School Unit**

This plan proposes the reorganization of the Town of Jay School Department and Regional School Unit #36 (hereinafter, "RSU #36"), a regional school unit whose members are the Towns of Livermore Falls and Livermore, into a New Regional School Unit. The plan has been prepared through the efforts of the Jay / RSU #36 Reorganization Planning Committee in accordance with State of Maine laws – P.L. 2007 Ch. 240, Section XXXX, Sub-chapter 2 § 1461 and LD 2323 as applicable.

The Members of the Jay / RSU #36 Reorganization Planning Committee are:

Facilitator: Clint Boothby

Committee Co-chairs:

Mary Redmond Luce  
Ashley O'Brien

Chair of the Jay School Committee  
Chair of the RSU #36 Board of Directors

Members:

Ashley O'Brien  
Denise Rodzen  
Mary Redmond Luce  
Jim Chaousis  
Kenny Jacques  
Kurt Schaub  
Ruth Cushman  
Annette Girardin  
Kenneth Landry  
Tim Madden  
Justin Merrill

Livermore Member – RSU #36 (Chair)  
Livermore Falls Member - RSU #36 Board  
Jay School Committee Member (Chair)  
Town Manager of Livermore Falls  
Citizen- Livermore Falls  
Town Manager of Livermore  
Town Manager of Jay  
Citizen-Jay  
Citizen- Livermore  
Citizen- Livermore  
Citizen- Jay

Advisors to the RPC: Robert Wall - Jay Superintendent of Schools and Susan Pratt - RSU #36 Superintendent of Schools

**Contacts:**

Jay: Mary Redmond Luce, Chair  
Jay School Committee  
31 Community Drive  
Jay, Maine 04239

RSU #36: Ashley O'Brien, Chair  
RSU #36 Board of Directors  
9 Cedar Street  
Livermore Falls, Maine 04254

**Date Submitted:**

**Proposed Operational Date: July 1, 2011**

**1A. The Units of School Administration in the RSU:**

The proposed regional school unit includes the following current school units:

- A. The Town of Jay, a municipal school unit
- B. RSU #36, a Regional School Unit made up of the towns of Livermore and Livermore Falls

**1B. Statement of Intent:**

This Plan seeks to reorganize the above named school systems for the purpose of compliance with State of Maine Laws and to support an enhanced and rich learning environment for the students of Jay, Livermore and Livermore Falls.

**1C. Mission Statement for the RSU:**

The mission of the new RSU is to provide the students of Jay, Livermore and Livermore Falls with a responsive program of studies and a responsible educational experience.

## 1D. Potential Educational Program Enhancements:

### Overview:

This Plan supports the concept of providing enriched learning opportunities for the students in Jay, Livermore, and Livermore Falls through designed programming and combined resource allocation. The conventional offerings that are inherent to small school organizations cause efforts and resources to be used inefficiently, thus frustrating progressive educational aspirations.

Learning organizations thrive when capabilities are defined by how they satisfy learner needs rather than how they satisfy the political and legal imperatives. Currently, two school systems within a close geographic proximity offer redundant programs and inefficient use of resources. The RSU's goal is to support a new order through the following processes:

1. "Concentrating resources more effectively around a strategic focal point" – services to students and our communities.
2. "Accumulating resources more efficiently, by extracting knowledge from experience." The new RSU structure will allow a full review of services to determine what will be sustained, what will not be sustained and the new frontiers that can be explored.
3. "Complementing one kind of resource with another to create higher value". Both systems possess resources that, when combined with each other, and yet undiscovered financial and intellectual capital, the results will enhance the value of the services that can be offered to our students.
4. "Conserving resources whenever possible".<sup>1</sup>

### Potential Opportunities:

- ☒ Greater opportunities for students to pursue multiple career paths that involve higher level coursework.
- ☒ A realistic course / class load for teachers in core subjects will result in more student attention.
- ☒ Better utilization of staff with multiple certifications and endorsements.
- ☒ More abundant courses in the visual and performing arts.
- ☒ The opportunity for early college coursework.
- ☒ Greater virtual coursework offerings.
- ☒ Transformative use of technology in the classroom as a learning tool.

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<sup>1</sup> Hamel, G., and Prahalad  
, C.K. the concepts of "stretch and leverage" in Strategy Safari, Mintzberg H., Hallstand B., and Lempel J.,  
Page 220

- ☒ Allows for industrial and vocational based curriculum offerings.
- ☒ All of the benefits that come from resource allocations that relate to a higher student population.
- ☒ Combined staff development opportunities.
- ☒ Better utilization of special education staff and programming.
- ☒ Development of an efficient organization for administration and central office functions.

## 2. <sup>2</sup>Size and Composition of the Board of Directors:

The RSU Board of Directors shall be composed of 13 members: 6 from Jay; 4 from Livermore Falls and 3 from Livermore. Based upon the one person – one vote rule, each member has one vote. The chair shall always have a vote.

The size and composition of the board of directors will be re-evaluated by the new Board when new population data is available. The new RSU Board will follow the process required by law to determine the future size and composition of the board of directors.

Members will be elected by the voters of their respective towns. Each Board member shall serve a (3) three-year term, except the initial terms of the members shall be staggered in accordance with Title 20-A M.R.S.A. § 1472-B.

Jay:

2 members: 3 year initial term  
2 members: 2 year initial term  
2 members: 1 year initial term

For initial election, the directors elected to the board shall meet and draw lots for their term lengths.

Thereafter, elected persons shall serve three-year terms.

Livermore Falls:

1 member: 3 year initial term  
1 member: 2 year initial term  
2 members: 1 year initial term

For initial election, the directors elected to the board shall meet and draw lots for their term lengths.

Thereafter, elected persons shall serve three-year terms.

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<sup>2</sup> This section is required : Law reference: Public Law, Chapter 240, Part XXXX – Section 3.A(2) (3)

Livermore:

1 member: 3 year initial term

1 member: 2 year initial term

1 member: 1 year initial term

For initial election, the directors elected to the board shall meet and draw lots for their term lengths.

Thereafter, elected persons shall serve three-year terms.

**3. Method of Voting of the Governing Body:** Each member of the 13 member Board of Directors shall have one vote. See Exhibit 3-A.

**4.<sup>3</sup> The Composition, Powers, and Duties of Local School Committees:**

No local school committee shall be created by the new RSU. The Jay School Committee and the RSU #36 Board of Directors shall continue with management and control of their public schools and programs until the New RSU becomes operational.

**5. <sup>4</sup>Disposition of Real and Personal Property:**

**A. Real Property and Fixtures:** Except as specified in exhibit 5-A, all real property interests, including without limitation land, buildings, first refusal rights, and purchase rights, and all fixtures of RSU #36 and of the Jay School Department shall be conveyed to the new RSU. The RSU Board may require such deeds, assignments, or other instruments of transfer as in its judgment is necessary to establish the new RSU's right, title, and interest in such real property and fixtures. As used in Exhibit 5-A, the "retained use" and "retained public use" do not mean that the deed shall contain an exception, reservation or limitation, but rather that so long as the applicable property is used by the RSU for school purposes, this Plan requires the RSU to recognize and permit the historical community uses specified in Exhibit 5-A, subject to applicable school policies.

Any real property interests and associated fixtures that shall not be transferred are specified in Exhibit 5-A. All real property of the school administrative units not excluded in Exhibit 5-A shall be transferred to the RSU. Property not transferred, if any, shall become the property of the municipality in which it is located, unless otherwise specified in this Plan.

**B. Personal Property:** All other tangible RSU #36 and Jay School Department owned personal property, including moveable equipment,

<sup>3</sup> The section is required. Law reference: Public Law, Chapter 240, Part XXXX – Section 3.A(4)

<sup>4</sup> The section is required. Law reference: Public Law, Chapter 240, Part XXXX – Section 3.A(5)

furnishings, textbooks, and other curriculum materials, supplies, and inventories shall become the property of the RSU. This excludes from transfer any property owned by employees that is located at school sites.

The RSU Board may require such assignments, bills of sale, or other instruments of transfer, as in its judgment is necessary to establish the RSU's right, title or interest in such personal property.

**C. <sup>5</sup>Agreements to Share or to Jointly Own Property:** In cases where real or personal school property is shared or is jointly used by RSU #36 or the Jay School Department and by a municipality or other party, the new RSU shall be the successor in interest to RSU #36 or, as applicable, the Jay School Department, unless that shared or jointly used property has been excepted in Exhibit 5-C, if any.

**6. <sup>6</sup>The Disposition of Existing School Indebtedness and Lease-Purchase Obligations:**

**A. Bonds, Notes and Lease-Purchase Agreements that the RSU will Assume:**

- a. The RSU shall assume liability to pay for the bonds, notes and lease-purchase agreements as specified in Exhibit 6-A.

**B. Bonds, Notes and Lease-Purchase Agreements that the RSU Will Not Assume:**

Pursuant to 20-A MRSA § 1506(4), the new RSU shall not assume bond, notes and lease-purchase agreements not specified in Exhibit 6-A, if any, which shall continue to be paid by the original members of the SAU indicated, and the RSU shall serve as the fiscal agent for the SAU for that purpose.

**C. <sup>7</sup>New Capital Debt that the RSU Will Issue and Not Assume:**

If the voters or other applicable legislative body of an SAU has authorized the issuance of bonds for a school construction or minor capital project, but the SAU has not issued all of the permanent bonds for the project, the new RSU shall issue bond or notes to finance the

<sup>5</sup> This section relates to the Jay Community Center and other shared property – See attachment 5-A.

<sup>6</sup> The section is required. Law reference: Public Law, Chapter 240, Part XXXX – Section 3.A(6) Language contained in Section 1506 (shown in attachment 6 – D ) may be used instead of the language shown. This is an important section as it has long-term implications for all RSU members

<sup>7</sup> This section relates to such things as the cost of the revolving – renovation funding relationship with the State of Maine and any other outstanding borrowing that one or more of the SAU's may have before the operational date of the RSU

completion of that project and refund any temporary notes that the SAU issued for the project, in accordance with 20-A MRSA §1506(2), however, the RSU will not assume liability to pay that debt.

**D. Defaulted Debt / Pending Claims Excluded From Being Assumed:**

Notwithstanding anything in this Plan to the contrary, except where legally required to do so, the new RSU will not assume any bond, note, insurance claim or lease-purchase agreement as to which the SAU is named arising from an action that occurred before the operational date of the RSU, for which the SAU is in breach or has defaulted.

**7. <sup>8</sup>The Assignment of School Personnel Contracts, Collective Bargaining Agreements and Other School Contractual Obligations:**

**A. School Personnel Contracts:** A list of written individual employment contracts to which each of the existing Jay and RSU #36 school systems is a party to, is attached as Exhibit 7-A1. Pursuant to Section XXXX-43(5) of Title 20-A MRSA, individuals on the list who are employed on the day before the operational date shall become employed by the new RSU as of the operational date, and their contracts shall be assumed by the RSU on the operational date. This provision does not prevent the existing Jay or RSU #36 school systems from terminating or non-renewing the contract of employees in accordance with applicable laws before the operational date of the RSU. The list shall be updated and made final no later than the day before the operational date.

A list of all employees of the existing Jay and RSU #36 school systems who do not have written individual employment contracts is attached in Exhibit 7-A2. Pursuant to Section XXXX-43(5), individuals on the list who are employed on the day before the operational date shall become employed by the RSU as of its operational date. This provision does not prevent the existing Jay or RSU #36 school systems from terminating or non-renewing the contract of employees in accordance with applicable laws before the operational date of the RSU. The list shall be updated and made final no later than the day before the operational date.<sup>9</sup>

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<sup>8</sup> The section is required. Law reference: Public Law, Chapter 240, Part XXXX – Sections 5 - 7) The collective bargaining agreements do not have to be negotiated to compatibility before the RSU operational date. All contracts will be assigned to the new RSU in the form they are in on the operational date. Contract compatibility for like job categories is required by law to be in place by 2012 (Public Law, Chapter 240) – which governs the RSU.



**B. School Collective Bargaining Agreements:** The collective bargaining agreements listed in 7-B, as to which the Jay and/or RSU #36 school systems are a party, shall be assumed by the new RSU as of its operational date. All of the employer's rights and responsibilities with respect to collective bargaining shall be fully assumed by the RSU as of the operational date.

**C. Other School Contractual Obligations:** A list of all contracts to which the Jay and/or RSU #36 school systems are party to and that will be in effect as of the RSU's operational date is attached in Exhibit 7-C.

**8. <sup>10</sup>The Disposition of Existing School Funds and Existing Financial Obligations, Including Undesignated Fund Balances, Trust Funds, Reserve Funds, and other Funds Appropriated for School Purposes:**

**A. Existing Financial Obligations:** Pursuant to Section XXXX-36(5) of PL 2007 ch. 240, as amended to date, the disposition of existing financial obligations is governed by this Plan. <sup>11</sup>

1. Existing financial obligations include the following:
  - a. All accounts payable;
  - b. To the extent areas are not included as accounts payable, any financial obligations which under generally accepted accounting principles would be considered expenses of the Jay and RSU #36 school systems for any year prior to the new RSU's operational date, whether or not such expenses were budgeted by the SAU in the year the obligations were incurred, including, for example, summer salaries and benefits owed to employees for work performed during the 2010-2011

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<sup>9</sup> The list of employees attached to this Plan is a temporary list. The final list of those "rolled over employees" – those that cannot be reduced for the first year of operation – will be finalized no later than the day before the first day of operation. Either of the school systems – Jay or SAD # 36 – can terminate the employment of personnel before the operational date.

<sup>10</sup> The section is required. Law reference: Public Law, Chapter 240, Part XXXX – Section 3.A(8) The purpose is to identify the disposition of each system's fund balance, reserves, scholarships, trusts, investments, etc. and to identify the obligations that each existing SAU will be responsible for as the systems transition. Obligations may include lawsuits and other legal actions not resolved or initiated at the time of the operational date of the RSU and other actions for which each individual SAU may be the only party involved. Audit management letters and statements generally detail those areas that are known to legal counsel.

<sup>11</sup> Section XXXX-36(5) of Title 20-A MRSA provides a list of those areas that the Legislature requires to be in this Plan with the intent that the areas listed will be treated by the Plan in such a way that "sustainable, long term administrative efficiencies" will be supported.

school year, including salary and compensation payable after June 30, 2011 ; and  
c. All other liabilities arising under generally accepted accounting principles that can reasonably be estimated are probable.

#### **B. Unsatisfied Financial Obligations:**

Each SAU shall satisfy its existing financial obligations from all legally available funds prior to the operational date of the RSU. If an SAU has not satisfied all of its existing financial obligations, the SAU shall transfer sufficient funds to the RSU to satisfy its remaining existing financial obligations, and the RSU Board shall be authorized to satisfy those existing financial obligations on behalf of the SAU. If the SAU does not transfer to the RSU sufficient funds to satisfy its existing obligations, then to the extent permitted by law, the RSU Board may satisfy those obligations from balances that the SAU transfers to the RSU.

In the event that an SAU does not satisfy its existing financial obligations or transfer sufficient legally available funds to do so, the RSU shall satisfy the deficiency by assessing and collecting sums from the original education unit or, as applicable, the member towns of the original education unit above and beyond its regular assessment of the original education unit or, as applicable, the member towns of the original education unit. This provision is included to safeguard an RSU member from becoming liable for RSU costs due to unsatisfied existing financial obligations that were not incurred by that RSU member or as applicable by the original education unit to which the RSU member previously belonged. Alternatively, the regional school unit board may take any other action permitted by law to satisfy the deficiency. For example, it may raise and assess funds from all its members for the purpose of making equitable distributions (which may be made in the form of credits against assessed shares of the RSU's approved budget) to those region members that otherwise would bear costs attributable to such deficiency for which they had no financial responsibility. The intent of the preceding sentence is that financial responsibility for unsatisfied existing financial obligations of an SAU be borne by that SAU or as applicable that SAU's members, and not by other members of the RSU.

**C. Remaining Balances:** The balance remaining in SAU school accounts after satisfying financial obligations in accordance with this Plan shall be paid to the treasurer of the RSU, verified by an audit, and used to reduce the SAU's contribution as provided in Section XXXX-43(4), except as otherwise provided in this Plan. Remaining school related balances will be transferred completely within 30 days from the town(s) to the Regional School District.<sup>12</sup>

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<sup>12</sup> The law does not require the full general fund balance to be transferred to the RSU upon formation. However, this Plan requires the immediate transfer of fund balances to the RSU.

**D. Reserve Funds:** The Jay School Department and RSU #36 shall transfer remaining balances of reserve funds to the new RSU, except as otherwise specified in this Plan. Unless provided by applicable law, transferred reserve funds shall be used in the SAU from which the transferred fund came, in keeping with the original purpose for which the funds were raised. Transferred reserve funds shall be subject to Title 20-A M.R.S.A. § 1491, except that the transfer of funds or a change in purpose may only occur in such a manner that funds continue to benefit the members of the SAU that transferred the funds to the RSU. Notwithstanding the foregoing, reserve funds for summer salaries and benefits, if any, transferred by an SAU to the RSU shall be treated as "remaining balances" under section 8-B and used to reduce that SAU's contribution as provided by Section XXXX-43(4).

**E. Scholarship Funds:** Remaining scholarship balances from the Jay School Department and RSU #36 shall be transferred to the treasurer of the RSU within 60 days of the operational date of the RSU or, in the case of certificates of deposit funds, when the certificate of deposit matures. Scholarships shall be limited to the original group of potential recipients, and distributed in a manner for which they were intended, unless otherwise provided by the donor or by applicable law.

**F. Trust Funds:** Jay School Department and RSU #36 shall transfer trust funds to the treasurer of the RSU within 60 days of the operational date of the RSU. The RSU Board of Directors shall be deemed the successor trustee for all purposes, except as provided by the trust or by applicable law.

#### 9. <sup>13</sup>Time Table and Transition Plan for the RSU:

See Exhibit 9-A

Upon a positive vote on January 25, 2011, the respective School Boards shall meet jointly and vote to appoint a RSU Transition Committee made up of:

- The SAU Superintendents – Non-voting members;
- The Jay Business Manager – Non-voting member;
- School Committee / Board of Directors Chairs;
- Representatives of the Selectmen from Jay, Livermore and Livermore Falls; and,
- Such other persons, as non-voting members, that will assist the committee in creating a responsible transition plan, as determined by the committee.

At this time the original RSU Planning Committee shall disband.

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<sup>13</sup> The section is required. Law reference: Public Law, Chapter 240, Part XXXX – Section 3.A(9)

### **Charge of the Transition Committee:**

- Perform a complete and detailed analysis of each SAU's respective budget for Fiscal Year 2010-11.
- Following an analysis of each system's budget, operating expenditures, staffing levels and duties, administrative structure, and all financial obligations, prepare a short and long-term savings plan that specifically identifies how those savings will be attained.
- This analysis should be performed in time for the FY 2011-2012 budget process. The Plan clearly should show the tax impacts of reorganization.
- This Committee will participate in the preparation of each SAU's FY 12 budget building process and the generation of a transitional RSU supplemental budget to complete the work of the transitional activities until the new RSU Board is in operation. The cost of the transitional budget to be raised by each member in the same manner as proposed for cost sharing after the RSU is operational.<sup>14</sup>
- Provide information to the public.

A Transitional Plan that includes the following will be created by the Committee:

- ☒ A detailed budget for the transitional activities from two SAU organizations to an RSU and for the first operational year of the RSU;
- ☒ A comprehensive analysis of what budget supports will be essential and what savings can be realized in the first year of operation of the RSU; and,
- ☒ A process of curriculum mapping will be developed so that clear curriculum expectations can be presented prior to the start of the first school year. The process will involve staff from all SAU schools in Jay and RSU #36. The maps that are produced will identify a core curriculum that is common to each grade level. In addition, a clear curriculum scope and sequence with map points that establish grade levels where skills are introduced, developed, and mastered will be established. An analysis of curriculum materials, textbooks, assessment materials and processes, as well as other related information will be collected and a task force for curriculum will be formed. It is recognized that the congruence of curriculum components will take a number of years to realize. However, common grade level standards, and the criteria related to the establishment of essential learning may be realized in the first year of operation.

### **Reorganization Timeline:**

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<sup>14</sup> The RSU formation process will require the raising and appropriation of a supplemental budget for the transition. The cost of this extra funding will be borne by each system in keeping with the proposed RSU cost sharing formula based on valuation percentages.

Following a positive vote on January 25, 2011 to form the new RSU, the following timeline shall be used to implement the reorganization plan:

- ☒ The Regional Planning Committee is dissolved
- ☒ By February 15, 2011, the Jay and RSU #36 School Committee / Board of Directors appoint the members of the Transition Committee
- ☒ Spring 2011, The RSU Board members are elected
- ☒ Spring 2011, Referendum validation process for the RSU Budget for FY 12
- ☒ July 1, 2011, The RSU is operational

The initial RSU board shall have the transitional powers and duties provided by this Plan and by 20-A MRSA §1461-A.

The Transitional Committee shall be dissolved upon the election and appointment of the RSU Board of Directors.

**10. Documentation of the public meeting or public meetings held to review the Reorganization Plan. See Exhibit 10-A.**

**11. Explanation of how units that approve the Reorganization Plan will proceed if one of the proposed members of the regional school unit fails to approve the Plan:**

In the event the Plan is rejected by the voters of Jay or RSU #36, the new RSU shall not be formed under this Plan. The Jay School Committee and the RSU #36 Board of Directors shall hold a joint meeting and determine if a new process to form a regional unit will be initiated with the same or new Regional Planning Committee members.

**12. Estimate of the cost savings to be achieved by the formation of a regional school unit and how these savings will be achieved:**

Cost savings will be realized over a period of years. The immediate transition period will more than likely produce budgets that are greater than currently paid for each member town. Key components of cost savings as the new RSU moves forward will be:

- ☒ Staff attrition
- ☒ Staff reorganization and staff reduction
- ☒ Combining classes at realistic teacher / pupil ratios
- ☒ Contract negotiations
- ☒ The evolution of two superintendents down to one
- ☒ The combination of business services in one location
- ☒ The elimination of redundant supervisory positions
- ☒ Combining students in central locations by closing schools as needed
- ☒ Using building space and resources so that buildings are cost efficient

- ☒ Combining transportation and maintenance

**Cost Savings Statement:**

It is anticipated that cost savings that are significant and measurable will not be realized until there is a discretionary authority to modify or close buildings, relocate the student population, and adjust the employee complement.

The sustained presence of two superintendents and the costs related to maintaining their contracts would not yield savings in the initial transition year.

**Estimated Savings of Reorganization:**

Although the efficiencies are hard to quantify, it is estimated that approximately \$300,000 will be saved in the third year of operation through the application of the economies listed in Section 12 of this document.<sup>1</sup>

**13-A. Such other matters as the governing bodies of the school administrative unit in existence on the effective date of this chapter may determine to be necessary:**

- ☒ The Board shall establish interim rules of procedure and shall elect interim officers who shall serve until officers are elected at a meeting following the operational date of the District.
- ☒ The Board shall propose and approve a recommended budget in accordance with M.R.S.A. § 1482 for the first operational year for submission to the voters of the District. The budget format, approval procedures and assessments for the District's first operational year shall be in accordance with 20-A M.R.S.A. §§ 1482 -1489. The RSU Board shall have all necessary authority for those purposes. This shall be the first year of use of the budget referendum process for purposes of the three years prescribed by law that the process be in place before reconsideration of the full town meeting / referendum process pursuant to Section 1486 (1).
- ☒ **Transitional Plan for Personnel and Other Policies:** All personnel policies existing in the previous Jay and RSU #36 school systems shall continue to apply relative to the positions that they cover when the RSU becomes operational and until such time as the RSU Board and superintendent(s) develop and adopt District-wide policies in accordance with applicable law.
- ☒ **General Authority of the RSU to Implement the Plan:** The new RSU shall be authorized to take all other actions and shall have the

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<sup>1</sup> Although not a result of efficiency but of circumstance, it is estimated that RSU #36 will avoid \$163,000 and Jay will avoid \$201,000 in penalties related to a failed reorganization vote.

authority under State law to fully implement the reorganization Plan. Included is the authority to open and maintain accounts, to incur expenses in keeping with the approved budget to be allocated among the member municipalities in accordance with Section 13-B.1, and to file applications for available funds in the best interest of the District.

- ☒ **Plan to Reorganize Administration, Transportation, Building and Maintenance Services and Special Education:** Following a positive vote on the Plan, the budget process will support consolidation of transportation, building/maintenance services, and special education. The Transition Committee will study this conversion and make recommendations.
- ☒ **RSU Board of Directors will be paid \$25 per meeting for all meetings including regular, special, and sub-committee meetings.**

**13-B. Cost Sharing Formula:** The intent of this Plan is to apportion the participation of each member town in providing for funding that is local and additional local funding to meet the State of Maine basic funding requirements. The method for determining each member town's share shall be by the percentage of State valuation for the most recent calendar year ending prior to commencement of the fiscal year for which the joint Regional School Unit budget is prepared. The percentage that each town shall provide shall be based on each member town's percentage of the total State valuation of all of the member towns. The intent of this provision is to provide an equitable method of funding RSU schools, grounds, equipment and services. Unless amended by the voters of the RSU as provided in this Plan, this method shall remain in force for the first five budget years following the operational date of the RSU. For the period commencing with the sixth budget year, the RSU board shall review and may adopt a different cost sharing method unless the original valuation method was previously amended by the RSU voters as provided in this Plan. Prior to submission to the RSU voters of the budget for the sixth budget year, and unless the voters of the RSU previously amended the cost sharing formula, the RSU board may approve a different method of sharing costs that are local and additional to the State of Maine basic funding requirements. Such approval shall require a majority vote of the full RSU Board that includes at least one affirmative vote of an RSU Board member from each town of the RSU. If the RSU board does not adopt a change to the original method of sharing such costs for the period commencing with the sixth budget year as provided herein, the original valuation method shall continue unless thereafter amended by the RSU voters. If the RSU board does adopt a change to the original method of sharing costs for the period commencing with the sixth budget year as provided therein, that new method shall continue until amended by the voters of the RSU as provided in this Plan.

Amendments to this cost sharing formula may incorporate any factor or combination of factors permitted by law in addition to or in lieu of valuation and resident pupils.

The method of amending the cost sharing formula is as follows:

A. If requested by a written petition of at least 10% of the number of voters voting in the last gubernatorial election within the RSU, or if approved by a majority of the full RSU board, the RSU board shall hold at least one meeting of municipal representatives to reconsider the method of sharing costs. The RSU shall give at least 15 days' notice to each municipality comprising the RSU of any meeting.

B. Each member municipality must be represented at the meeting or meetings by 2 representatives chosen at large by its municipal officers, and one member of the RSU board chosen by the municipality's municipal officers.

Prior to the first meeting of municipal representatives the RSU may engage the services of a facilitator, unless the engagement of the services is required by law, from the list, if any, maintained by the commissioner. The facilitator shall:

(1) At the first meeting, review and present data and information pertaining to sharing of costs within the RSU. Pertinent information may include, but is not limited to, a description of the RSU's cost-sharing method, the elements involved in the calculation of each municipality's costs and a graphic depiction of the current and historic distribution of costs in the RSU;

(2) Solicit and prepare a balanced summary of the concerns of municipal officials, educators and the public about the current method of cost sharing; and

(3) Develop a plan of action for consideration by the municipal representatives that responds to the information collected and the concerns raised. The Plan of action must include a list of expectations for the conduct of the parties, options for proceeding and an assessment of the likely success of those options.

C. A change in the method of sharing costs may only be approved by a majority vote of the municipal representatives present and voting.

D. If a change in the cost-sharing method is approved by a majority of the municipal representatives meeting pursuant to paragraph A, the change must be submitted to the voters at a referendum election. It becomes effective when approved by a majority of the voters voting in the RSU that includes the following: (i) if the proposed change is based only on fiscal capacity and/or on pupil count, the change must be approved by a majority of the voters voting in a majority of the member towns of the RSU (in other words, assuming the vote occurs when the RSU is composed of 3 member towns, as originally configured, the RSU majority vote must



include a majority in each of 2 of the original 3 towns); and (ii) if the proposed change is based in whole or in part on factors other than fiscal capacity or pupil count, the change must be approved by a majority of voters voting in each municipality in the RSU. The referendum shall be called and held for this purpose in accordance with sections 1501-1504 of Title 20-A.

E. If approved at referendum, assessments made by the RSU board thereafter must be made in accordance with the new method of sharing costs.

F. The secretary of the RSU shall notify the state board that the RSU has voted to change its method of sharing costs. The state board shall issue an amended certificate of organization showing this new method of sharing costs.

**13-C. Tuition Contracts and School Choice:**

There are no tuition contracts in place as of the date of this Plan. School choice is not offered by the member municipalities of RSU #36 or the Jay School Department.

**13-D. Claims and Insurance:**

**Disclosure of Claims**

Any lawsuits, administrative complaints, or notices of claims against RSU #36 or the Jay School Department as of the implementation of this Plan will be the responsibility of the SAU incurring the claims.

**Insurance**

The RSU shall acquire all proper and required insurance, which shall be effective no later than the first operational date.

**13-E. Vote to submit the Reorganization Plan to the Commissioner:**

Before submitting a reorganization plan to the Commissioner, the governing body of RSU #36 and the Jay School Department shall adopt the following vote:

**VOTED:**

The provision included in the school reorganization plan prepared by the RSU Reorganization Planning Committee to reorganize the Jay School Department and RSU #36 into a regional school unit with an operational date of July 1, 2011 are determined necessary within the meaning of Section XXXX-36 (5)(M) and that the Superintendent of Schools be, and hereby is, authorized and directed to submit the school reorganization plan to the Commissioner of Education on behalf of this school administration unit by November 18, 2010.

**14. Amendment to the RSU Plan:**

Amendments to this Plan shall require a majority of the full RSU Board that includes at least one affirmative vote of an RSU Board member from each town of the RSU with the exception of Section 13-B Cost Sharing in the Regional School Unit. Amendments to the cost sharing method within Section 13-B will be governed by the procedure in Section 13-B.

The Plan may also be amended if requested by a written petition of at least 10% of the number of voters in the last gubernatorial election within the RSU. Such petition must be presented to the RSU Board and the petition will be placed on a referendum for vote.

All future amendments to the Plan will be submitted to the Commissioner of Education for approval.

## Exhibit 3A

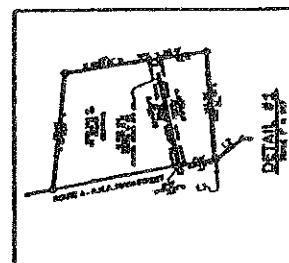
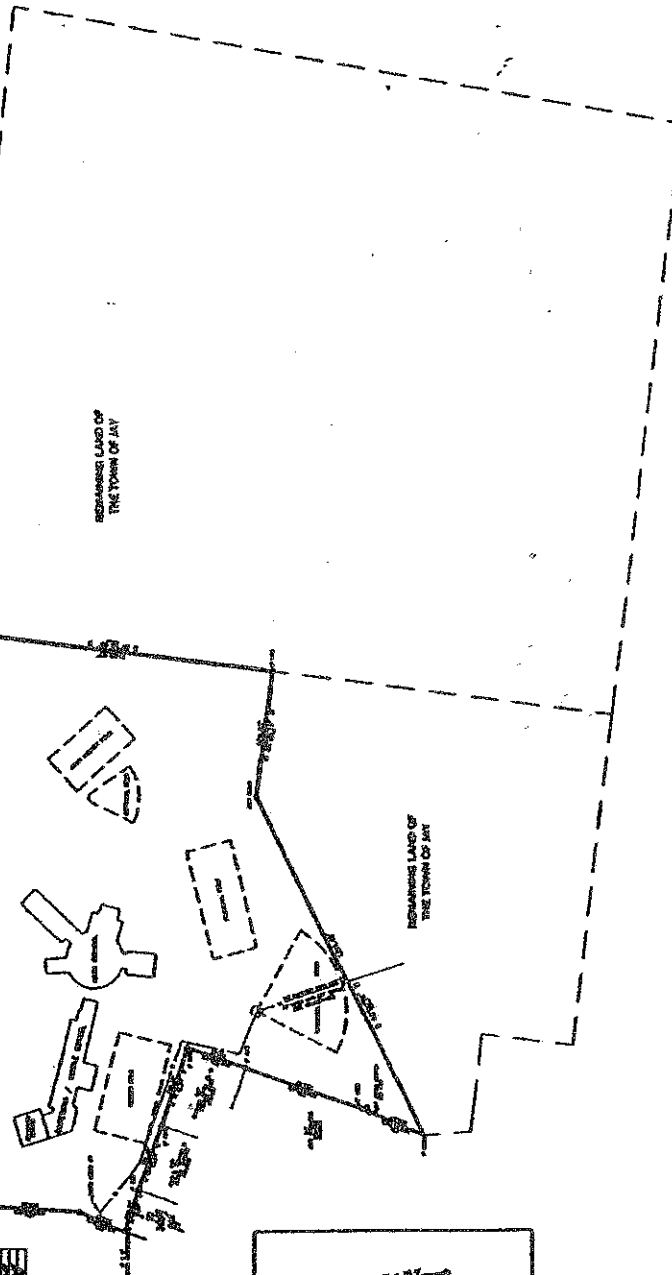
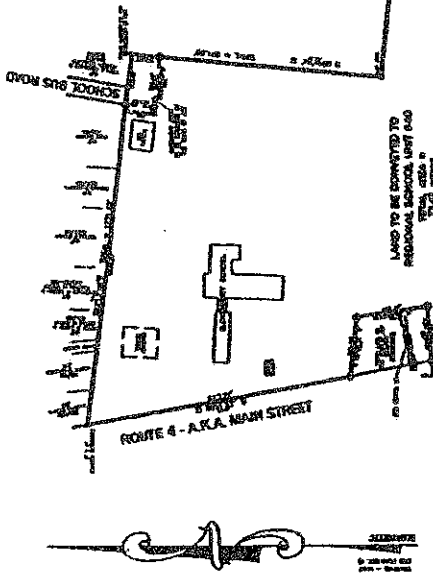
## In Compliance:

## METHOD D

ONE PERSON-ONE VOTE  
ONE VOTE PER DIRECTOR  
2009 Est.  
Federal  
Decennial  
Census

Municipality	Census	Population	Directors	Population per Director	Deviation	Notes:
Jay	4,741	47.1%	6	790.17	1.99%	Ignore negatives add two highest amounts -- sum should not exceed 16.40%
Livermore	2,202	21.9%	3	734.00	-5.26%	
Livermore Falls	3,129	31.1%	4	782.25	0.97%	
					7.25%	
				Average 774.77		
	10,072	100.0%	13			Aggregate deviation is in compliance
Population per Director	790.17					
Less Avg. Pop. per Director	774.77					
	15.40	/	774.77	=	1.99%	
Population per Director	734.00				7.25%	
Less Avg. Pop. per Director	774.77					
	-40.77	/	774.77	=	-5.26%	
Aggregate deviation should not exceed 16.4%						

Exhibit 5-A



**REFERENCE MAP**

STATE OF MAINE  
COUNTY OF MAINE  
RECORDING  
ATTEST

**CERTIFICATION**

I, the undersigned, being a duly qualified and sworn surveyor of the State of Maine, do hereby certify that the foregoing is a true and correct copy of the original map on file in my office.

JOHN J. WATSON, P.E., P.S.

ALL LOTS AND PLATS SHOWN ON THIS MAP ARE THE PROPERTY OF THE MAINE STATE SURVEYING INC. AND ARE NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN PERMISSION OF THE MAINE STATE SURVEYING INC.

MAINE STATE SURVEYING INC.  
2932 COCHING ROAD  
LIVERMORE, MAINE 04253  
(207) 897-2748

**NOTES:**

1. ALL LOTS AND PLATS SHOWN ON THIS MAP ARE THE PROPERTY OF THE MAINE STATE SURVEYING INC. AND ARE NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN PERMISSION OF THE MAINE STATE SURVEYING INC.
2. ALL LOTS AND PLATS SHOWN ON THIS MAP ARE THE PROPERTY OF THE MAINE STATE SURVEYING INC. AND ARE NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN PERMISSION OF THE MAINE STATE SURVEYING INC.
3. THIS MAP IS A REPRODUCTION OF THE ORIGINAL MAP AND IS NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN PERMISSION OF THE MAINE STATE SURVEYING INC.
4. THE MAINE STATE SURVEYING INC. IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS MAP.
5. THE MAINE STATE SURVEYING INC. IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS MAP.
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10. THE MAINE STATE SURVEYING INC. IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS MAP.

DESCRIPTION OF THE LOT	ACRES	FEET
LOT 1, TOWN OF JAY	1.00	100.00
LOT 2, TOWN OF JAY	1.00	100.00
LOT 3, TOWN OF JAY	1.00	100.00
LOT 4, TOWN OF JAY	1.00	100.00
LOT 5, TOWN OF JAY	1.00	100.00
LOT 6, TOWN OF JAY	1.00	100.00
LOT 7, TOWN OF JAY	1.00	100.00
LOT 8, TOWN OF JAY	1.00	100.00
LOT 9, TOWN OF JAY	1.00	100.00
LOT 10, TOWN OF JAY	1.00	100.00

**SURVEY PLAN**

LAND TO BE CONVEYED TO  
REGIONAL SCHOOL UNIT #40  
(TOTAL AREA = 77.47 ACRES)

LOCATION: TOWN OF JAY  
FRANKLIN COUNTY, MAINE

MADE FOR: TOWN OF JAY  
380 MAIN STREET  
JAY, MAINE 04253

COMPILED BY:  
MAINE STATE SURVEYING INC.  
2932 COCHING ROAD  
LIVERMORE, MAINE 04253  
(207) 897-2748

GRAPHIC SCALE  
1" = 100'

MAINE STATE SURVEYING INC.  
2932 COCHING ROAD  
LIVERMORE, MAINE 04253  
(207) 897-2748

**Exhibit**  
**5A**

**Agreement on Transfer of Town of Jay School  
Property to Regional School Unit**

This Agreement dated as of December 1, 2010, by and between the Town of Jay, the Town of Jay School Committee and the Board of Directors of Regional School Unit 36 ("RSU 36") (the "Parties");

WHEREAS, the Jay School Department and RSU 36 have filed Notices of Intent with the State of Maine Department of Education to form a new Regional School Unit which includes the Town of Jay School Department and RSU 36 (the "Member School Units"); and

WHEREAS, the Parties have formed a Reorganizational Planning Committee to develop a reorganization plan for the formation of the new RSU; and

WHEREAS, 20-A M.R.S. §1462 provides that upon the formation of an RSU the board of directors of the RSU shall determine what school property of the school administrative units in existence prior to the operational date of the RSU is necessary to carry out the functions of the RSU and requires the municipal officers and boards of the Member School Units to make the transfer of such property to the RSU; and

WHEREAS, 20-A M.R.S. §1461(3)(A)(5) and (13) require respectively that a school reorganization plan must include (5) the disposition of real and personal school property and (13) such other matters as the governing bodies of the existing school administrative units determine to be necessary; and

WHEREAS, the governing bodies of the Member School Units have determined that it is necessary to the success of the proposed reorganization plan that it include certain undertakings and assurances with respect to the shared use of the school property to be transferred to the RSU by the Town of Jay; and

WHEREAS, the Parties wish to include these understandings and assurances with respect to the shared use of this property as part of their proposed school reorganization plan.

NOW, THEREFORE, the Parties agree to include the following assurances and understandings in their proposed Reorganization Plan.

Article 1. Transfer of Property. Upon the formation of the RSU, the regional school unit board shall request in writing and the municipal officers of the Town of Jay shall transfer to the RSU title to the school property shown on the sketch attached hereto as Exhibit 5-A which property is necessary to carry out the functions of the RSU (hereinafter the "Property").

Article 2. Cooperation and Shared Use. The RSU and the Town of Jay shall cooperate with each other with respect to the shared use of the Property with respect to the following:

A. Bus Garage Wash Station. The Town shall have the right to use the Wash Station at the Bus Garage located on the Property (the "Wash Station Facilities") to wash the Town's municipal vehicles, for so long as such Wash Station Facilities are maintained on the Property by the RSU. The Town's use of the Wash Station Facilities shall be subject to reasonable policies adopted by the RSU Board governing the use of the Wash Station Facilities for washing Town vehicles, which may include, without limitation, advance notice requirements, a scheduling preference for washing and repairing RSU vehicles, reasonable charges for use of the RSU's equipment materials and supplies, reimbursement of the RSU's costs and expenses which are reasonably allocable to the Town's use of the Wash Station Facilities, and such other policies as the RSU board reasonably determines to be necessary or convenient in connection with its operation of the Wash Station Facilities and the Town's use of the Wash Station Facilities.

The Town agrees to comply with all laws, regulations and RSU policies applicable to the Wash Station Facilities and to promptly correct any violations of such laws, regulations and policies by the Town, its officers, employees and agents. The Town agrees that all work of any kind performed by or for the Town in connection with the washing of Town vehicles shall be performed in a good and workmanlike manner. The Town agrees to indemnify and hold harmless the RSU for any damage to the Wash Station Facility caused by the Town, its officers,

employees and agents in connection with their use of the Wash Station Facility for the washing of Town vehicles. The Town further agrees to indemnify and hold harmless the RSU with respect to all claims, causes of action, damages and costs, including reasonable attorney's fees, arising out of the actions or omissions of the Town, its officers, employees and agents with respect to their use of the Wash Station Facilities, except to the extent caused by the negligent act or omission of the RSU, its officers, employees, and agents.

B. Community Building. The Town shall have the right to continue to use the following rooms located on the ground floor of the Community Building for their current municipal uses:

- 1) The 300 square foot room currently used for storage of police records and uniforms;
- 2) The 100 square foot room currently used for secure storage of town records; and
- 3) The 150 square foot room currently used for storage of other town records.

In addition, the Town shall have the right to use the existing Community Room and built-in voting booths for the conduct of town meeting referendums and voting and the adjoining room currently used by the Town Clerk during elections for the storage of election related equipment (collectively the "Facilities"). The Town's use of the Facilities shall be subject to policies adopted by the RSU Board governing the use of the Facilities, which may include, without limitation, policies governing advance notice requirements, a preference for previously scheduled RSU and RSU sponsored programs and activities, public and student safety, parking and circulation of vehicles, the presence of alcohol, tobacco, drugs and guns on school property, reimbursement of the RSU for costs and expenses reasonably allocated to the Town's use of the Facilities, and such other matters as the RSU Board reasonably determines to be necessary or convenient in connection with its management and control of the Community Building. The Town agrees to indemnify and hold harmless the RSU for any damage to the Facilities and Community Building caused by the Town, its officers, employees and agents in connection with

then use of the Facilities. The Town further agrees to indemnify and hold harmless the RSU with respect to all claims, causes of action, damages, and costs, including reasonable attorney's fees, arising out of the use of the Facilities by the Town, its officers, employees and agents, except to the extent caused by the negligent act or omission of the RSU, its officers, employees and agents.

The Town agrees to purchase and maintain in effect at all times general liability insurance, naming the RSU as an additional insured, covering the Facilities in an amount not less than the limits on liability for governmental entities as established from time to time under the Maine Tort Claims Act, 14 M.R.S. §8105 and its successor provisions.

In the event that the RSU undertakes a school renovation project which would change the current uses of the ground floor of the Community Building or eliminate the Facilities, the RSU shall provide the Town with up to 550 square feet of storage space for the foregoing purposes if requested by the municipal officers of the Town and shall provide the Town with an alternate location for conducting town referendums and voting. The RSU shall also provide the Town with additional portable voting booths, so that the number of voting booths provided by the RSU when added to the number of voting booths then owned by the Town will provide the Town with 12 voting booths or such lesser number of voting booths as may be required to meet State election requirements. In the event that the RSU closes the Community Building, and determines that it has no future use for school purposes, the foregoing requirements shall be deemed to have been satisfied if the RSU offers to transfer the Community Building to the municipal officers of the Town of Jay.

C. School Bus Road Turnaround. In connection with the transfer of the Property to the RSU, the Town may reserve an easement for a vehicle turn-around for snow removal purposes on the bus garage parking area where the existing School Bus Road abuts the Property (the "Turn-around").



The Town agrees to indemnify and hold harmless the RSU with respect to all claims, causes of action, damages and costs, including reasonable attorney's fees, arising out of the acts or omissions of the Town, its officers, employees and agents with respect to the use of the Turn-around, except to the extent caused by a negligent act or omission of the RSU, its officers, employees and agents.

The Town agrees to purchase and maintain in effect at all times general liability insurance, naming the RSU as an additional insured, covering the Turn-around in an amount not less than the limits on liability for governmental entities as established from time to time under the Maine Tort Claims Act, 14 M.R.S. §8105 and its successor provisions.

**Article 3. Voter Approval Required.** This Agreement shall be subject to approval of the Reorganization Plan of which it forms a part by the voters of the Town of Jay and the voters of RSU 36 at a referendum vote on the Reorganization Plan.

**Article 4. Term.** This Agreement shall be for an indefinite term and shall remain in effect for as long as the RSU owns the Property unless earlier terminated in accordance with Article 6.

**Article 5. Amendment.** Notwithstanding the inclusion of this Agreement in the proposed Reorganization Plan, this Agreement may be amended prior to the election of the initial board of directors of the RSU only by written instrument duly executed on behalf of the Town of Jay, the Town of Jay School Committee and the Board of Directors of RSU 36. Following the election of the initial board of directors of the RSU, this Agreement may be amended only by written instrument duly executed on behalf of the Town of Jay and the Board of Directors of the RSU.

**Article 6. Termination.** Notwithstanding the inclusion of this Agreement in the proposed Reorganization Plan, this Agreement may be terminated following the election of the initial board of directors of the RSU only by written instrument duly executed on behalf of the Town of Jay and the Board of Directors of the RSU.

Article 7. Miscellaneous.

A. Severability. If any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, then such holding shall not invalidate or render unenforceable any other provision hereof.

B. Captions, Titles, and Headings. The captions, titles, and headings used in this Agreement are for convenience only and shall not affect the construction of any terms of this Agreement.

C. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Maine.

D. Entire Agreement. This Agreement sets forth the complete understanding of the Parties with respect to the subject matter hereof and supersedes any and all prior or contemporaneous communications, discussions, agreements, understandings, promises, and/or representations made by any Party to any other Party, whether oral, written, or in any other form, which may have related to the subject matter hereof, not expressly included herein.

IN WITNESS WHEREOF, the Parties have hereto executed this Agreement as of the date above written.

Town of Jay

By: Ruth Cushman

Its: Town Manager

Town of Jay School Department

By: Walter Redwood-Luce

Its: Board Chairman

RSU 36

By: [Signature]

Its: Board Chairman

**Exhibit 6A**

Bonds, Notes, and Lease-purchase agreements that the RSU will assume

RSU 36	2011-12	2012-13	2013-14	2014-15	2015-16
MLTI Laptops	36300	36300	36300		
MLTI 2nd	47840	47840	47840		
2011 Bus	25157.35				
Jay					
MLTI Laptops	58806	58806			
2009 Bus	15170	15170			
2010 Bus	15104	15104	15104		
2011 Bus	16666	16666	16666	16666	
Roof Project*	87219	85097	82924	80700	...

\* Extends to FY26

**Exhibit 6B**

Bond, Notes, and Lease-purchases that the RSU will not assume

RSU 36				
Copier Lease:	22875.89	22875.89	22875.89	

# It is recommended that the RSU 36 Board consider paying this lease off prior to June 30, 2011

Exhibit  
6B

RSU 36 LEASE SCHEDULES

		2010-2011	2011-2012	2012-2013	2013-2014
MLTI Laptops	High School	\$36300.00	\$36300.00	\$36300.00	\$36300.00
Copier/Printers	District	\$22875.89	\$22875.89	\$22875.89	\$22875.89
BUS	District	\$26295.62			
BUS	District	\$26295.62			
2011 BUS	District	\$25157.35	25157.35		

MLTI LAPTOPS: 150 LAPTOPS 2009-2013 Expansion

Through State of Maine

COPIERS/PRINTERS: 2009-2013 Five year lease Specialized Purchasing Consultants

Norway Bank Berlin NH

2 BUSES: Through TD Banknorth Leasing Corp

1 BUS: Through Gorham Leasing Group LLC

Portland Maine

MAINE MUNICIPAL BOND BANK: Livermore Elementary School

Original Bond \$3,750,000. Interest \$2,207,030.

Annual Principal \$187,500.

Interest	FY 11	\$104,884.69	FY 16	\$ 49,848.75
	FY 12	\$ 94,158.75	FY 17	\$ 38,771.25
	FY 13	\$ 83,081.25	FY 18	\$ 27,693.75
	FY 14	\$ 72,003.75	FY 19	\$ 16,616.25
	FY 15	\$ 60,926.25	FY 20	\$ 5,538.75

Total Principal Balance: \$1,875,000.00

Total Interest Balance \$ 553,523.44

6B-Cont.

## Building Debt Service - Jay, - R.S.U. 36

Debt as of July 1, 2011

Revised July 9, 2010

		Jay Middle	Livermore Elementary	total
11/1/2011	5/1/2012	\$ 566,289.68	\$ 281,658.75	\$ 847,948.43
11/1/2012	5/1/2013	\$ 550,992.69	\$ 270,581.25	\$ 821,573.94
11/1/2013	5/1/2014	\$ 527,243.32	\$ 259,503.75	\$ 786,747.07
11/1/2014	5/1/2015	\$ 502,584.87	\$ 248,426.25	\$ 751,011.12
11/1/2015	5/1/2016	\$ 478,821.65	\$ 237,327.75	\$ 716,149.40
11/1/2016	5/1/2017	\$ 454,677.34	\$ 226,271.25	\$ 680,948.59
11/1/2017	5/1/2018	\$ 430,446.03	\$ 215,810.00	\$ 646,256.03
11/1/2018	5/1/2019		\$ 204,116.25	\$ 204,116.25
11/1/2019			\$ 193,038.75	\$ 193,038.75

\$ 3,511,055.58 \$ 2,136,734.00 \$ 5,647,789.58

6B-Cont.

## Jay School Department

Leases and other debts					
Purchase	FY 11	FY 12	FY 13	FY 14	FY 15
Technology Lease	\$ 54,850.00				
Software	12,651.00				
Copiers	21,329.00				
MLTI Computers	58,806.00	58,806.00	58,806.00		
2009 Blue Bird	15,170.00	15,170.00	15,170.00		
2010 Blue Bird	15,104.00	15,104.00	15,104.00	15,104.00	
2011 Freightliner	16,666.00	16,666.00	16,666.00	16,666.00	16,666.00
Roof Project*	18,043.00	87,219.00	85,097.00	82,924.00	80,700.00
Annual Debt	\$ 212,619.00	\$ 192,965.00	\$ 190,843.00	\$ 114,694.00	\$ 97,366.00

\*Project extends to FY 26

<b>Exhibit 7-A1</b>				
Regional School Unit No 36				
<b>Employees - Personnel</b>				
<b>Administration</b>				
Central Office				
Superintendent	PRATT	SUSANA	Central Office	ROBERT
Payroll / Payables	CLOUTIER	JAMIE M	Superintendent	KATHY
Sp Ed Adm Assistant	MERRILL	BRENDAA	Adm. Assistant	MURRAY
Adm. Assistant	STEVENS	BEVERLY H	Business Mgr.	LOWE
Administrators	BACKUS	JEANNINE M	Administrators	
	KAHLER	ROBERT	JES	HOLLINGSWORTH
	HOLLAND	JAMES	JMS	ALBERT
	THAYER-ADAMS	VICKI	JHS	VACANT
	SPALDING	SUSANNE G	Sp. Ed. Dir.	COLLINS
Sp Ed Dir.	MOREAU	WENDY M	Adm. Assistant	BRETON
Tech Dir.	SUTTIE	CRAIG D	Technology	BRACKLEY-BURNHAM
Repair Tech. 1	LADD	SCOTT H	Payroll/AP Clerk	GAGNON
Social Worker	BEAUDOIN	CHRISTOPHER P		SUSAN
<b>Transportation/Custodial</b>				
Director	VINING	KENNETH L	Director	VACANT
	KEENE	SHAWN D	Cust/Drivers	BROOKS
Drivers	DUPLACY	RONALD C		COTE
	HERSEY-LEBLOND	CELESTE M		DONALD
	LETOURNEAU	MAVIS J		GAUDET
Custodians	GODING	DAVID M		GILL
	HENRY	PAUL R		GIVEN
	LOON SR	RAYMOND A		GIVEN
	PARLIN	HENRY E		HOWES
Custodian / Drivers	ALLEN	STEVE E		LEBLANC
	BERKEY JR	PAUL J		MARQUIS
	COLLINS	MICHAEL P		NEIL
	GROOMES	STEPHEN R		RICHARDS
	HAYFORD	MARY		SHINK
	HENRY CASTONGUAY	ARLENE R		SHINK
	LESUER	DONALD J		WILDER
	MIELE	NORMAN E		
	TIBBETTS	MICHAEL E		
	TUTTLE	NEIL J		
	VINING	DAVID G		











## Exhibit 7-A2, 7-B

## List of Contracts- Personnel

Contracts				
<b>Names</b>	<b>Issued</b>	<b>Expires</b>		
Jay Administrator	9/1/08	8/31/11	Collective Bargaining Contracts- Jay	
Jay Assistant	7/1/10	6/30/11		
Jay Business Manager	7/1/10	6/30/11	Collective Bargaining Contracts- RSU36	
Jay Cafeteria Workers	7/1/08	6/30/11		
Jay Comp. Tech	7/1/10	6/30/11	Expires after 6/30/11	
Jay Curriculum / Central Office Assistant	7/1/10	6/30/11		
Jay Education/Teachers	9/1/09	8/31/12		
Jay Education/Ed Techs	7/1/09	6/30/12		
Jay Elementary Principal	7/1/10	6/30/11		
Jay Food Service Team Leader	7/1/10	6/30/11		
Jay HS Principal	7/1/10	6/30/11		
Jay MS Principal	7/1/10	6/30/11		
Jay Payroll/Accounts Payable	7/1/10	6/30/11		
Jay Secretary and Library	7/1/08	6/30/11		
Jay Special Ed. Director	7/1/10	6/30/11		
Jay Teamsters #340	7/1/08	6/30/11		
RSU 36 Ed Support Custodian/Drivers	7/1/09	6/30/11		
RSU 36 Ed Support/ Food Service	7/1/09	6/30/11		
RSU 36 Ed Tech/Secretaries	7/1/10	6/30/11		
RSU 36 Education/Teachers	9/1/09	8/31/11		
RSU 36- Computer Technician	7/1/10	6/30/11		
RSU 36-Account Payable/ Admin Assist.	7/1/09	6/30/11		
RSU 36-Admin. Assist to Supt.	7/1/09	6/30/11		
RSU 36-Adult Ed. Director	7/1/09	6/30/11		
RSU 36-ASL Interpreter	7/1/10	6/30/11		
RSU 36-Dean Of Students	7/1/10	6/30/11		
RSU 36-Director of Guidance- Secondary	7/1/09	6/30/11		
RSU 36-Director of Technology	7/1/09	6/30/11		
RSU 36-Director of Transportation and Maintenance	7/1/09	6/30/11		
RSU 36-Elementary Principal	7/1/09	6/30/11		
RSU 36-Head Coach	9/1/10	6/30/11		
RSU 36-HS Principal	7/1/10	6/30/12		

## Exhibit 7-A2, 7-B

## List of Contracts- Personnel

Contracts				
<b>Names</b>	<b>Issued</b>	<b>Expires</b>		
RSU 36-MS Principal	8/1/10	6/30/12		
RSU 36-Payroll/Personnel	7/1/09	6/30/11		
RSU 36-Sped. Coordinator	9/1/10	6/30/11		
RSU 36-Sped. Director	7/1/09	6/30/11		
RSU 36-Sped. Social Worker	7/1/09	6/30/11		
RSU 36-Supervisor of Food Service	7/1/09	6/30/11		
RSU 36-Transportation/Grant Facilitator	7/1/09	6/30/11		
RSU 36- Director of Guidance- Elementary	7/1/09	6/30/11		

## Exhibit 7-C

At this time no other contractual obligations exist and all contracts will expire prior to the beginning of the new RSU.

## Jay, Livermore, Livermore Falls Consolidation Plan Process

Updated Time Line

September 28, 2010

### Regional Planning Committee Meetings:

- September 21, 2010
  - Review of the Preliminary Draft of the Consolidation Plan
  - Review and decision on the acceptance of the Administrative Sub-committee report
  - Review and decision on the acceptance of the Teaching & Learning Sub-committee's report
- October 5, 2010 – Second review of the Draft of the Consolidation Plan
- October 19, 2010 – Third and final review of the Draft of the Consolidation Plan
- October 26, 2010 – Final Vote of the RPC on the Consolidation Plan
  - ❖ Plan sent to the Commissioner by October 30, 2010, following a positive vote of the School Committee/Board of Directors
  - ❖ Plan reviewed and returned from Augusta
  - ❖ Needed substantive changes made by a vote of the RPC and the plan returned for approval
  - ❖ Public meetings during the months of November, December 2010 and January, 2011

- |                   |  |
|-------------------|--|
| November 29, 2010 | – All warrant articles sent to the Town Clerks   |
| December 3, 2010  | – Posting of the public hearing – (needs to be 7 days before the public meeting)           |
| December 13, 2010 | – Public hearing on all warrant articles (needs to be 10 days before voting)               |
| December 15, 2010 | – Selectmen sign the warrant and post for a town meeting (Jay)                             |
| December 15, 2010 | – The RSU 36 Board of Directors signs the warrants and serves them to the town for posting |
| December 23, 2010 | – Ballots available – Absentee Voting Starts   |
| January 25, 2011  | –Referendum Vote on the Plan to Consolidate  |

## Exhibit 10-A

### Reorganization Planning Committee Meeting Dates:

June 15, 2010

June 29, 2010

July 13, 2010

July 27, 2010

August 24, 2010

September 7, 2010

September 21, 2010

October 5, 2010

October 19, 2010

October 26, 2010



# MEETING MINUTES FOR THE RSU PLANNING COMMITTEE

June 15, 2010

Jay High School, Library

6:00-8:00

Call to order: Clint Boothby; Chair

Called to order: at 6:00

Meet the members of the RPC committee:

Attending Members: Ashley O'Brien, School Board Director Livermore; Jim Chaousis, Town Manager Livermore Falls; Denise Rodzen, School Board Director Livermore Falls; Clint Boothby, Chair; Kurt Schaub, Administrator Livermore; Ruth Cushman, Town Manager Jay; Tim Madden, community rep for Livermore; Kenny Jacques, Livermore Falls community representative; Annette Girardin, teacher rep for Jay; Kenneth Landry, teacher rep for RSU #36; and Mary Redmond-Luce, School Committee rep Jay

Not present: Community Representative for Jay

1. Adjustments to the agenda: No adjustments
2. Review the components of the RSU law \*Dr. Wall
  - Brief presentation of the past RSU plan submitted by Jay and SAD #36 dated December 5, 2008
  - A copy of Public Law, Chapter 240
  - Reorganization Plan for AOS structure checklist
  - Jay/RSU 36 plan inventory quick reference checklist
  - Updated timeline for RSU vote
  - School Consolidation Overview written by DrummondWoodsum
  - Regional School Unit Worksheet
3. Review Timeline and update timeline \*Dr. Wall
  - \* Draft plan in September for a final plan to be done by November 5, 2011
  - A time line was passed out indicating that by November 29, 2010 all warrant articles to the Town Clerks
  - December 3<sup>rd</sup> Post notices for Public Hearing on warrant articles
  - December 13 Public Hearing on all warrant articles
  - January 25, 2011 Referendum vote

What needs to be addressed in the plan is what will happen if one town votes no, while the others vote yes.

It was decided by consensus that each of the subcommittee chairs would go through both Dr. Wall and Sue Pratt for posting future meetings, updating website, and reviewing and posting meeting minutes

**Motion by Jim Chaousis, second by Ruth Cushman**  
to establish a finance committee comprised of 6 members and a chair with the charge of establishing a financial plan as stated in the plan component (*Detail financial analysis; assets and liabilities (transparent); indebtedness; leases; cost shaving estimates; cash flow and cash balances; conversions; portability; fund balances; accounting systems; payroll systems; auditing; banks; financial oversight/supervision redundancy; budget development the first year; obligations-changes in EPS*). Plus cost sharing mechanisms as well

Yes (10)

No (0)

**Teaching/Learning - Jim Chaousis made a motion for Teaching and Learning Plan, second by Denise Rodzen, as written, motion withdrawn by Jim Chaousis and Denise Rodzen. Motion made by Jim Chaousis, second by Denise Rodzen** to create a teaching and learning committee to work on the Teaching and Learning Plan, with a chair and an eight member committee with the information from the Plan Inventory as written. (*Review of curriculum- scope and sequence-RTI- comprehensive program description, at least on high school, no displacement of students; guidance plan*)

Yes: (10)

No: (0)

**This committee can go up to 12 members if needed**

See later in the minutes for the addition of special education and an additional two members added to this sub-committee.

**Administration Leadership/Systems Administrative Plan: Jim C. makes a motion to create a committee charged with the task, as written, consisting of three members, Kurt S. second, first and second withdrawn. Jim C. makes a motion to create a committee charged with the task, as written, consisting of six members, Kurt S second. A chair is implied. (*Administrative Leadership Plan; Administrative complement and services principals, assistant principals, directors, supervisors duties and responsibilities*)**

Yes (10)

No (0)

**Facilities/Maintenance Plan: Jim Chaousis made the motion seconded by Denise Rodzen to form the subcommittee and task with consistent, as written, with nine members plus chair as stated: (*Disposition of real and personal property; site plans; grade/program configuration/organization demonstration of how this reorganization will be cost effective and will not adversely affect the instruction program.*)**

Yes: (10)

No: (0)

**Technology Plan: Jim Chaousis made a motion seconded by Kurt Schaub to create a technology plan sub committee charged with the task on inventory sheet (*Technology*)**

*inventory plan hardware, software, data management, personnel website, cloud option, phones, printing, and copiers) with a six member committee plus chair.*

**Yes: (10)**

**No: (0)**

**Sports, Culture, and Co-Curricular Committee:** Motion was made by Ken Jacques and seconded by Denise Rodzen to have a 12 member committee plus chair charged with the task on the inventory as written: *(Class/league status; MPA review of the change on student athletics; what can be offered;*

*forms/colors/mascots/logos/traditions/trophies/school system name(s); disposition of scholarships, grants, foundations, gifts)*

**Yes: (10)**

**No: (0)**

**Transportation Plan:** Jim Chaousis made a motion seconded by Tim Madden to form a transportation plan sub committee consistent with a 6 members committee plus chair, charged with task on the inventory as written *(Vehicle inventory, leases; route plan- software: rules and regulations; maintenance; supervision; demonstration of how this reorganization will be cost effective and will not adversely affect the instruction program; registration and ownership transfer)*

**Yes: (10)**

**No: (0)**

**Kurt S made a motion, seconded by Ruth Cushman to add to the Teaching and Learning committee a special education plan under the subcommittee with the addition of the two Special Education Directors.**

**Yes (10)**

**No: (0)**

**Personnel Staffing Plan(s):** Motion made by Denise Rodzen second by Kurt Schaub to form a 14 member subcommittee plus chair charged with the task on the inventory as written *(Employee contracts-expiration dates, comparison of provision, timeline for compatibility, HR policies and procedures, job descriptions, data collection and analysis, time clocks? Staff training, assignment of school personnel contracts, assignment of school collective bargaining agreements, assignment of other school contractual obligations. Staffing plan, "no displacement of teachers", certification plan)*

**Yes (10)**

**No; (0)**

**Governance and Legal Framework:** Motion made by Ruth Cushman seconded by Kurt Schaub to have a chair plus 9 (three town administrator managers, plus 2 members from each town) charged with the task as written on the inventory plan: *(Size of the governing body, composition of governing body, apportionment of the governing body, weighted vote? Method of voting of the governing body, local committee's? If yes, duties of local committees, power and duties of school committees, possible legal liabilities)*

**Yes (10)**

**No: (0)**

**Policies and procedures as a separate committee: Motion made by Denise Rodzen second by Ruth Marden to have 6 members plus a chair.**

**Yes (10)**

**No (0)**

**Motion made by Ruth Cushman and seconded by Annette Girardin that the chairs of the school committee be responsible for a publicity sub committee:**

**Yes (10)**

**No: (0)**

**Motion made by Kurt S. second by Ruth Cushman to put food service under facilities and maintenance plan**

**Yes (10)**

**No (0)**

**Motion made to have the two Superintendents review and designate the administrators who will chair the committee's. Motion made by Ruth Cushman second by Kenny Jacques**

**Yes (10)**

**No (0)**

**Motion made by Kenny Jacques seconded by Kurt Schaub, to have the superintendents and the school committee chairs review the community surveys, call the individuals to see if they are still interested and forward the names to the respective chairs on the subcommittees.**

**Yes (10)**

**No (0)**

**Meeting was scheduled for the 21<sup>st</sup> of June at 7:00 am in the Jay Superintendents' office.**

**It was decide by consensus that the agenda will be created and disseminated by the chair of the RPC and the superintendents for each meeting hereafter.**

**Yes (10)**

**No (0)**

**Next meeting on the 29<sup>th</sup> at 6:00 pm at Jay High School Library**

**Motion made by Jim Chaousis and second by Kurt Schaub to have a regular scheduled meeting at the Jay High School Library and create a bi-weekly meeting calendar**

**Yes (10)**

**No (0)**

**Motion made by Ruth Cushman second by Denise Rodzen to adjourn  
Yes (10)**

**No (0)**

**Meeting adjourned at 8:24 pm**

**Minutes Respectfully submitted by Mary Redmond-Luce**

Jay-RSU 36 Regional Planning Committee  
Meeting Minutes  
6:00 PM  
June 29, 2010  
Jay High School Library

Attendance:

RPC Membership: Ashley O'Brien, Jim Chaousis, Denise Rodzen, Clint Boothby-Chair, Ken Jacques, Annette Girardin, Ken Landry, Ruth Cushman, Kurt Schaub, Justin Merrill, Timothy Madden, and Mary Redmond-Luce

Michael Schaedler

Subcommittee Procedures: Ruth Cushman made a motion, seconded by Denise Rodzen to approve the draft version of the subcommittee procedures, with the "should" changed to will and the intent underlined.

Yes (11)

No (0)

R.P.C. Committee Action on the approval of Advisory Subcommittees:

Finance: Denise Rodzen made a motion to accept the finance committee membership as proposed. Jim Chaousis seconded the motion

Yes (11)

No (0)

Administrative Subcommittee: Kurt Schaub made a motion to approve the administrative sub-committee as proposed - seconded by Tim Madden

Yes (11)

No (0)

Transportation: A motion was made by Denise Rodzen and seconded by Ruth Cushman to change the status of the chair of the transportation committee to include co-chair(s) for this committee in order that both transportation directors are on equal levels.

Yes (11)

No (0)

Governance: Motion made by Ruth Cushman to approve the membership of the governance committee as presented with the addition of Jennifer Pooler as a member of that committee, second by Denise Rodzen

Yes (11)

No (0)

Teaching and Learning: Motion made by Denise Rodzen seconded by Kurt Schaub to approve the membership of the teaching and learning committee with the addition of Tim Madden who requested to be on this committee.

Yes (10)

No (0)

(1) Abstained

Facilities and Maintenance: Motion made by Denise Rodzen, second by Tim Madden to approve the facilities and maintenance committee as proposed.

Yes (11)

No (0)

Technology Plan: Motion made by Ashley O'Brien second by Denise Rodzen to approve the membership of the technology plan committee as proposed.

Yes (11)

No (0)

Policies and Procedures: Motion made by Ken Jacques and seconded by Denise Rodzen to approve the membership of the policies and procedures committee with the addition of Jim Chaousis as a member of that committee.

Yes (11)

No (0)

Personnel and Staffing: Motion made by Denise Rodzen seconded by Ruth Cushman to approve the membership of the personnel and staffing committee with the addition of Tammy-Dwinal Shufelt as a member of that committee.

Yes (11)

No (0)

Sports/Culture and Co-Curricular: Motion made by Kenny Jacques second by Jim Chaousis to approve the membership of the sports/culture and co-curricular committee as proposed. Amendment made by Ashley O'Brien, and seconded by Denise Rodzen to add four students - 2 from each high school and 2 from each middle school to that committee.

Vote on the amended motion to add two students to the original 12 members as written

Yes (11)

No (0)

Timeline: Review and Adoption

Motion made by Ruth Cushman second by Kurt Schaub to adopt the timeline as proposed.

Yes (11)

No (0)

Motion to adjourn made by Ashley O'Brien and second by Ruth Cushman

Yes (11)

No (0)

Respectfully submitted,  
Mary Redmond-Luce



REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

July 13, 2010

Regional Planning Committee meeting July 13, 2010

Attending: Clint Boothby, Jim Chaousis, Ruth Cushman, Annette Girardin, Kenny Jacques, Kenneth Landry, Tim Madden, Justin Merrill, Ashley O'Brien, Mary Redmond-Luce, Denise Rodzen, Kurt Schaub, Superintendent Susan Pratt and Superintendent Robert Wall.

The meeting was called to order at 6:00 PM by Chair Clint Boothby.

Motion was made by Tim Madden and seconded by Annette Girardin to approve the minutes of the June 29, 2010 meeting.

Kurt Schaub asked if another board member from RSU 36 has been selected to serve on the Personnel & Staffing Committee. It was noted that Ashley O'Brien was asked to appoint another board member from RSU 36.

It was also noted that for clarification the number of students to serve from each of the high schools and middle schools would be a total of eight students.

The vote on the motion was unanimous with the two corrections noted.

Finance Committee Report

Superintendent Susan Pratt stated that the committee has a lot of work to do and that they met on July 7th. The group has been charged with collecting data to work on a cost sharing formula. Five people attended the first meeting. The key information to look at is comparisons of budgets for FY, per-pupil cost along with debt service, adult ed, food service and how it works in the cost sharing formula. The next Finance Co meeting is set for July 22 at the Superintendent's office in Jay at 8:30 AM.

It was recommended and encouraged that members that are available to attend sub-committee meetings do so whenever they can.

Kurt Schaub expressed appreciation for the willingness to do budget estimated cost sharing for the towns as the people felt they needed to know this information.

It was suggested that when reporting information, terms such as EPS and other state terms be explained for all to be informed.

Administration Committee

Jim Holland reported that the first meeting of this committee is set for Wednesday, July 21 at 4:00 PM at the LFHS.

Transportation Committee

First meeting scheduled for July 14 at 9:00 Am at Jay Middle School (Conference Room)

REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

July 13, 2010

Governance Committee

Kurt Schaub reported that the Governance Co met this morning. The first consideration was the structure that had been proposed at the last go around. How do we want to divide the voting members for the RSU. It was a group consensus that the board should be large enough to support a reasonable sub-committee structure. The group looked at the rules for weighted votes and determined that the probability of this process being successful was difficult. It was determined that the group would like to see a one-person voting method. The committee looked at membership numbers from 9 to 15 the one calculation that came closest for apportionment with only a deviation of 1.5% was a 13 person board. The board make up would be 6 members from Jay, 4 members from Livermore Falls and 3 members from Livermore. Following the initial election at which time the elected members would draw straws to determine one, two, and three year terms for the first three years to stagger the elections after that all elections would automatically be three year terms. Compensation for members would be \$25.00 per meeting.

Chair Boothby stated that there would be a three step process for voting on the governance. He would give the board an opportunity to ask questions of the committee, followed by a motion and then debate.

Motion was made by Denise Rodzen seconded by Ashley to approve the recommendation of the Governance Committee as presented and that the all elected members be voting members.

Opened for Debate

It was noted that there had been discussion about people voting as a block but it is the hope that the committee will come together and there will not be town separation but voting for what is best for the kids. It was also noted that there is a procedure to change the apportionment still based on population that would not necessarily be based on percentage. Currently the towns of Jay and Livermore Falls are declining and Livermore is growing.

The vote on the motion was unanimous.

Teaching and Learning Committee

Scheduled to meet July 19<sup>th</sup> at 6:00 PM at the Livermore Elementary School Library.

It was noted that there is still one position open on the Teaching and Learning Co and that Sue St.Pierre has expressed interest in serving on that committee.

Following discussion motion was made by Mary Redmond-Luce and seconded by Tim Madden to increase the Teaching and Learning Co to a 12 member board plus the Chair. The vote in favor was unanimous.

For clarification it was noted that the Special Education sub-committee of the Teaching and Learning Committee have met prior to the full committee meeting due to the situation that both Special

REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

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Education directors were planning to be away and would not be able to attend a meeting of the group. It was noted that it is important that regular education get input from special education.

Facilities/Maintenance Committee

Scheduled July 14<sup>th</sup> at 4:00 pm at Jay Middle School Library.

Technology Committee

It was reported that Technology has not met yet but that they have visited both facilities and are doing some background work.

Policies and Procedures Committee

Carrie Castonguay reported that they will be meeting on Monday, July 19<sup>th</sup> at the Cedar Street Complex.

Personnel & Staffing Committee

Scheduled to meet on Thursday, July 15<sup>th</sup> at the RSU 36 Cedar Street Complex.

Mary Redmond-Luce requested to be placed on this committee to replace Mike Shaedler as he will not be able to make the meetings as they are during the day and he will be working and not able to attend meetings during the day.

Motion was made by Ashley O'Brien and seconded by Kenny Jacques to fill the vacant spot on the Personnel & Staffing Committee that was to be filled by Mike Shaedler with Mary Redmond-Luce. The vote in favor was unanimous.

Sports/Culture & Co-Curricular Committee

Have not met yet.

Next meeting of the Regional Planning Committee will be July 27, 2010 at Jay High School Library at 6:00 PM.

Motion was made by Mary Redmond-Luce and seconded by Denise Rodzen to adjourn at 7:34 PM. The vote in favor was unanimous.

Bhs-July 13, 2010

REGIONAL PLANNING COMMITTEE – JAY MIDDLE SCHOOL CAFETERIA

July 27, 2010

Regional Planning Committee meeting July 27, 2010

Attending: Clint Boothby, Jim Chaousis, Ruth Cushman, Annette Girardin, Kenny Jacques, Kenneth Landry, Tim Madden, Justin Merrill, Ashley O'Brien, Mary Redmond-Luce, Denise Rodzen, Kurt Schaub, Superintendent Susan Pratt and Superintendent Robert Wall.

The meeting was called to order at 6:00 PM by Chair Clint Boothby.

Motion was made by Mary Redmond-Luce and seconded by Denise Rodzen to approve the minutes of the July 13, 2010 meeting. The vote in favor was unanimous.

Chair Boothby stated that the agenda for this evening would be reports from the sub-committees.

**Finance Committee Report**

Superintendent Robert Wall distributed copies of a cost sharing spreadsheet/worksheet along with copies of a power point presentation that explained the Finance Sub-Committee recommendations regarding the Cost Sharing components. He explained that there are several formulas that could be used for this charge. The Cost Sharing formulas could be by student count percentage, state valuation or some combination of both. The committee reviewed other factors such as local only debt, capital project bond costs, notes and lease/purchase agreements as possible considerations for the cost sharing agreement. The disposition of school funds and existing financial obligations, including undesignated fund balances, and other funds appropriate for school purposes were discussed. Scholarships, reserve funds, new capital debt, defaulted debts and pending claims were reviewed as part of the cost sharing formula by the committee. Penalties & shortfalls as revenue sources if we remain alone or are joined and what will save tax dollars were areas of discussion as well.

It is the recommendation of the Finance Committee to approve the cost sharing for the newly formed RSU to be 100% valuation for the first five years and to approve the Livermore Elementary School local only debt, bus leases, technology leases – including the leases to support one-on-one laptops for all high school students, and Jay High School roof bond. It is further recommended to include language in the plan that requires all general fund balances including grants and all funds related to the school departments to be transferred to the RSU on July 1, 2011; to include language in the plan that excludes cost sharing new capital debt that has not been finalized by July 1, 2011; and that all scholarships be transferred to the new RSU within 60 days of July 1, 2011; and that the scholarships be limited to the original pool of potential recipients unless otherwise provided by the donor or by applicable law. It was also recommended that RSU 36 and Jay Schools transfer remaining balances of reserve funds to the regional school unit, unless otherwise provided by applicable law, and a transferred reserve fund shall be used in accordance with its original purposes to benefit a school or schools of the schools of Livermore, Livermore Falls or Jay. That reserve funds shall be administered in accordance with Title 20-A M.R.S.A. § 1491, and other applicable laws.

It was also recommended that no new capital debt that has not been finalized by July 1, 2011, be accepted by the new RSU and such debt shall remain the responsibility of the SAU that incurred the

REGIONAL PLANNING COMMITTEE – JAY MIDDLE SCHOOL CAFETERIA

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debt. No defaulted or pending claims are known at this time, however, it is recommended that the new RSU not accept the defaulted debt of pending claims arising from any of the SAUs prior to July 1, 2011.

That all grants be transferred to the new RSU upon the operational date, and that each SAU be responsible for its own accounts payable incurred before the operational date of the RSU and that each SAU be responsible to complete financial obligations to its employees not coming to the new RSU including health and dental benefits.

Further, that each SAU be responsible to pay indebtedness for summer salaries and benefits specific to payroll except for health insurance and dental for those employees being absorbed into the new RSU and that all trust funds be transferred to the new RSU within sixty (60) days of the formation and to have the funds administered as directed by the trust. The plan includes food service and adult education in the oversight of the new RSU and to have the new RSU Board of Directors review the plan components at least every five years. It is the certainty of the Finance Committee that this recommendation is fair and equitable to all parties.

Motion was made by Ashley O'Brien and seconded by Jim Chaousis to approve the recommendation of the Finance Sub-Committee and that the funding formula be based on state valuation along with the entire slate of recommendations as presented. The vote in favor was unanimous.

Clint Boothby and other members of the Regional Planning Committee expressed thanks and appreciation to the Finance Committee for their commitment and hard work they have done to present this enormous piece.

**Administration Committee**

Jim Holland, Administration Sub-Committee Chair distributed and reviewed minutes and notes of their meeting on July 21<sup>st</sup>. In his summary he noted that the group looked at the current capacity of the schools and how that relates to Essential Programs and Services ratios.

The next meeting of the Administration Sub-Committee is scheduled for July 29, 2010 at 4:00 Pm at LFHS Main Office.

**Transportation Committee – No Report**

**Governance Committee – Completed at the last meeting.**

**Teaching and Learning Committee**

Jeannine Backus, Teaching/Learning Sub-Committee Chair, reported that this committee has met twice and feel they need clarification that they are going in the right direction. The committee has been looking at programs and what that would look like if the two school units were to join.

Chair Clint Boothby stated that with the permission of the committee he would ask that the superintendents clarify with the Teaching and Learning Sub-Committee that this is the direction that they have been charged and that they continue in that way.

**REGIONAL PLANNING COMMITTEE – JAY MIDDLE SCHOOL CAFETERIA**

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**Facilities/Maintenance Committee – No report**

**Technology Committee – No report**

**Policies and Procedures Committee**

Carrie Castonguay, Policies and Procedures Sub-Committee Chair distributed copies of a list of required policies with coding related to these policies. She further reported that the sub-committee looked at each of the policies and did a comparison between the two school departments. It is the recommendation of the committee to approve the work that has been done by the Policies and Procedures Sub-Committee. The overall differences were noted as comments and it was suggested that policies include the dates of adoption and date of next review if applicable.

It was noted that this would be a framework for the transition committee to review and develop policies and procedures.

Motion was made by Kurt Schaub and seconded by Ruth Cushman to approve the report of the Policy and Procedures Sub-Committee as presented. The vote in favor was unanimous.

**Personnel & Staffing Committee**

Superintendent Pratt reported on the work of the Personnel and Staffing Sub-Committee. She detailed the work that the sub-committee has done by doing a side by side comparison of contracts and personnel of the two systems. This provision does not prevent the existing Jay or RSU 36 school systems from terminating or non-renewing the contract of employees in accordance with applicable laws before the operational date of the new RSU. The list shall be updated and made final no later than the day before the operational date.

Motion was made by Ruth Cushman and seconded by Kurt Schaub to approve the current list of employees and the language presented by the Personnel and Staffing Sub-Committee. The vote in favor was unanimous.

**Sports/Culture & Co-Curricular Committee – No Report**

Denise Rodzen distributed copies of concerns/comments from the Community Surveys that were sent out earlier. The concerns/comments have been grouped by areas of concern and will be e-mailed to the sub-committee group that is dealing with each area so they may deal with the concerns/comments.

Motion was made and seconded to adjourn at 8:07 PM. The vote in favor was unanimous.

The next meeting will be August 10, 2010 at Jay High School Library at 6:00 PM.

Bhs-July 27, 2010

## **REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY**

**AUGUST 24, 2010**

Attending: Clint Boothby, Ruth Cushman, Annette Girardin, Kenny Jacques, Kenneth Landry, Tim Madden, Justin Merrill, Ashley O'Brien, Denise Rodzen, Kurt Schaub, Superintendent Susan Pratt and Superintendent Robert Wall. Absent were Jim Chaousis and Mary Redmond-Luce.

The meeting was called to order at 6:00 PM by Chair Clint Boothby.

Chair Boothby stated that the agenda for tonight would be to hear reports from the subcommittee, ask questions, determine action need on the item and decide to vote or send to the next meeting.

Superintendent Bob Wall reported that the draft plan is being put together and the only thing not in the plan at this time is the land here in Jay it is the last item to be included in the plan that is required.

Superintendent Susan Pratt stated that there are a few legal things that we are working out with the attorneys to get their opinion. Superintendent Pratt and Superintendent Wall are meeting weekly to go over the recommendations and review the information.

Superintendent Pratt reported that Questions and Answers regarding personnel, facilities and maintenance will be posted tomorrow on the website.

Transportation Sub-Committee Co-Chair Susan Weston reported that the sub-committee met and reviewed the following areas regarding transportation:

- ♦ Vehicle Inventory and Condition
- ♦ Lease Information
- ♦ Route Plan Software
- ♦ Rules & Regulations
- ♦ Supervision
- ♦ Demonstrate how this reorganization will be cost effective
- ♦ Savings on driver/employee costs
- ♦ Registrations and Ownerships transfers

Motion was made by Kurt Schaub and seconded by Tim Madden to accept the report as presented as reviewed and that it will go to the new committee as recommendation. The vote in favor was unanimous.

Facilities & Maintenance Sub-Committee Chair Scott Albert, Jay Middle School Principal, reported on the data and information used by their sub-committee and their recommendation based on that information.

- ♦ Close LFMS and send all RSU 36 middle school students to Jay Middle school.

## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

AUGUST 24, 2010

- ♦ Jay MS will send Jay 4<sup>th</sup> and 5<sup>h</sup> grade students back to Jay Elementary School.
- ♦ Rename Jay Middle School
- ♦ The new RSU talk with the towns about handing over LFMS to the area town for recreation use.
- ♦ Jay Elementary School will send PreK/Head Start to Cedar Street Learning Center.
- ♦ All Central Office Administration including Special Education will primarily be housed at Cedar Street Learning Complex.
- ♦ Move Adult Ed into the Jay Community Building.

At the end of the 2011-12 school year:

Ashley O'Brien recommended a wording change to "at the end of the 2011-12 school year, the RPC strongly recommends that the new RSU Board consider closing the LFHS".

- ♦ Close the LFHS and send all RSU 36 high school students to Jay High school
- ♦ Suggest that Jay High School be renamed
- ♦ Keep all playing & practice field open and kept up
- ♦ Suggest that the new RSU after closing the building: close off or tear down the academic wing of LFHS and keep gym/cafeteria/locker room area open for the new RSU use.

Following the sub-committee report and recommendation it was agreed that there would be a sub-committee of both Superintendents Susan Pratt and Bob Wall along with Ruth Cushman, town of Jay select people, and other town representatives as needed, to establish boundaries, easements and other components that would be helpful to the town of Jay in the areas of storage, facility usage, etc. It was further agreed that attorney Richard Spencer from Drummond Woodsum in Portland would assist this group to come to an understanding that would be workable for all parties.

Motion was made by Denise Rodzen and seconded by Annette Girardin to appoint a sub-committee to include the two superintendents, Ruth Cushman, Jay town Manager, Jay town selectperson/s, and other town representatives as needed to work along with legal counsel to work out boundaries, easements, storage areas, facility usage and other issues of concern for the town of Jay. The vote in favor was unanimous.

It should be noted that when SAD's were formed back in the 60s property was transferred to the school system and that with Jay as a municipality everything is owned by the town.

Chair Boothby recommended that action to approve the recommendation of the Facilities & Maintenance Sub-Committee be postponed to another meeting following the determination of the appointed sub-committee of this meeting.

Gilbert Eaton, Chair of the Sports, Culture and Co-Curricular Sub-Committee reported on the work and recommendation of this committee.



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He reported that this committee looked at what programs are available at each school and what they do have and don't have. It was agreed that they would like to maintain cultural and fine arts and promote this in both areas. They further looked at what this would look like and how would it be achieved.

It was agreed that as soon as the vote is finalized to approve consolidation that the schools begin the process of looking at determining new school colors, team name/mascot, and school name. This could be and should be done with the involvement of the students in both school departments.

It was further discussed that a fact sheet be developed and passed out to teachers and students to be taken home for parents and community members to be informed of the process and decisions that have been made by the many people that have served on the various sub-committees to come up with a plan to submit to the Department of Education.

Motion was made by Kurt Schaub and seconded by Ruth Cushman to approve the recommendation of the Sports, Culture and Co-curricular Committee as presented. The vote in favor was unanimous.

Motion was made and seconded to adjourn at 7:45 PM.

bhs

## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

SEPTEMBER 7, 2010

Attending: Clint Boothby, Ruth Cushman, Annette Girardin, Kenny Jacques, Kenneth Landry, Tim Madden, Justin Merrill, Ashley O'Brien, Mary Redmond-Luce, Denise Rodzen, Kurt Schaub, Superintendent Susan Pratt and Superintendent Robert Wall. Absent was Jim Chaousis.

The meeting was called to order at 6:00 PM by Chair Clint Boothby.

Motion was made by Denise Rodzen and seconded by Kurt Schaub to approve the minutes of the August 24, 2010 RPC meeting. The vote in favor was unanimous.

Jim Holland, Chair of the Administration Sub-Committee, reviewed the current administrative staffing in the two school departments for the Central Office and Directors, Central Office Support Personnel, High School Administration (9-12), Middle School Administration (6-8), Elementary Administration (K-5), School Clerical support, Guidance Services and District Health Services. Data for each category was organized in a chart showing the current staffing and the needs of a consolidated district. The committee determined their findings based on student enrollments and essential programs and services funding formula.

Following discussion it was determined that some of the comparison figures varied from what is actual, it was recommended that the figures be verified for both school departments and the committee bring back their report for final presentation and approval at the next RPC Committee meeting.

Jeannine Backus, Chair of the Teaching and Learning Sub-Committee, reported the findings and recommendations of this sub-committee. She stated that the group looked at program offering at all levels and did a comparison. The data revealed that there are many pieces that would fit together in a consolidation at the middle and high school levels. The committee suggested that staff be involved in the framework at each level to work together in planning for the transition in areas of shared program and curriculum alignment.

It was the recommendation of the RPC group that the Teaching and Learning Sub-committee continue to meet and develop detail to align programs and curriculum, to provide information to the public as we get closer to the actual vote.

Motion was made by Denise Rodzen and seconded by Ruth Cushman to approve the recommendation of the Teaching and Learning Sub-Committee and that they continue to meet as recommended. The vote in favor was unanimous.

Tina Collins and Wendy Moreau, co-chairs for the Special Education Sub-Committee reported on their data and information. They reported that special education state and federal laws are mandated for each school system and that short-term financial savings for their program is limited. The area of savings would be in duplicate services that each school system has to provide. It would also be the hope that through consolidation programs could be offered that

## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

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currently are not such as the creation of a behavioral classroom at the elementary level and/or expansion of an autism program.

Motion was made by Ashley O'Brien and seconded by Denise Rodzen to approve the recommendation of the Special Education Sub-Committee and to include an additional paragraph with their wish list. The vote in favor was unanimous.

Chris Hollingsworth, Chair of the Technology Sub-Committee reported and reviewed the areas of technology as they relate to Human Resources/Financial Software, Transportation, Food Service, Special Education, Communications, Telephone, Technology In-Service, Classroom Administrative Software, and network operations. In their report they noted areas that currently are the same for both school districts and areas that are varied and their recommendation for the two school departments to merge these groups should consolidation happen.

Motion was made by Mary Redmond-Luce and seconded by Denise Rodzen to approve the report of the Technology sub-committee as written and to include library software. The vote in favor was unanimous.

Sue Pratt reported that the Personnel and Salary Sub-Committee met several times and reviewed contracts for all groups and a list of personnel from both school departments. Comparisons of all data collected revealed similarities and differences. The information gathered by this committee will serve as good information when the new board is elected. It is the general consensus that there are not a lot of differences in contracts; one may offer higher salary and the other more benefits. The work of this group to collect an accurate list of employees, a list of all contracts and actual documents with expiration dates, and the side-by-side comparison will serve the new RSU school board well as they start up a new system.

Motion was made by Kurt Schaub and seconded by Denise Rodzen to approve the report of the Personnel and Salary Sub-Committee as presented. The vote in favor was unanimous.

It was reported that the sub-committee of the Facilities Committee will meet on September 22 to work out the particulars of the land transfers for Jay and will report to the RPC Committee at the next regular meeting.

Bob Wall stated that all deeds for both communities have been collected and will be reviewed by the attorneys for any problematic issues when the new Regional School Unit is formed.

It was decided that at the next meeting the committee will be able to review the draft plan.

Copies of what was submitted in the previous plan were distributed for review along with copies of key components for cost savings to be achieved by the formation of a regional school unit and copies of Regional School Unit Start-Up Work to be done and time frame.

## **REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY**

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Motion was made by Ruth Cushman and seconded by Denise Rodzen that the two superintendents meet and develop a draft plan to include information gathered from the sub-committees to be reviewed at the next RPC meeting. The vote in favor was unanimous.

It was discussed that once this plan is ready that there be a high level of detail presented to the public so that they will be informed in their decision.

At 8:09 PM motion was made by Mary Redmond-Luce and seconded by Denise Rodzen to adjourn. The vote in favor was unanimous.

bhs

## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

SEPTEMBER 21, 2010

Attending: Clint Boothby, Jim Chaousis, Ruth Cushman, Annette Girardin, Kenneth Landry, Tim Madden, Justin Merrill, Ashley O'Brien, Mary Redmond-Luce, Denise Rodzen, Kurt Schaub, Superintendent Susan Pratt and Superintendent Robert Wall. Absent was Kenny Jacques.

The meeting was called to order at 6:00 PM by Chair Clint Boothby.

Motion was made by Ruth Cushman and seconded by Ashley O'Brien to approve the minutes of the September 7, 2010 RPC meeting. The vote in favor was seven (7) (Denise Rodzen, Mary Redmond-Luce and Ken Landry arrived following the vote) with Jim Chaousis abstaining.

Jim Holland, Chair of the Administration Sub-Committee, verified areas of the report of the Sub-committee that were questioned at the last meeting.

Motion was made by Ashley O'Brien and seconded by Jim Chaousis to accept the report of the Administration Sub-Committee with the edited changes presented. The vote in favor was unanimous of the nine (9) members present for the vote (Mary Redmond-Luce and Ken Landry arrived following the vote).

The Teaching & Learning Committee did not report, they are scheduled to meet September 27 and will report at the next meeting of the RPC scheduled for October 5<sup>th</sup>.

Superintendent Pratt distributed copies of the Plan to Reorganize draft proposal, Version #1 for discussion and review.

Superintendent Wall reviewed a power point presentation that he prepared to show what has been approved and is ready for submission as part of the Plan to Reorganize.

At the current time the area of concern is the Disposition of Real and Personal Property that will be reviewed and discussed with the attorney and officials from Jay tomorrow in a meeting to determine the distribution. All the deeds for both school departments have been sent to the attorney for review. Exhibits will be attached to the next draft Plan proposal for review at the next meeting.

Personnel contracts will be attached as exhibits along with a list of employees as of June 30, 2011. The plan requires that all contracts will be brought together within three years.

Trust funds and scholarships will remain as the terms for which they are intended.

The next steps in this process are to finish the Jay property distribution and to send the plan to the attorney for legal review and suggestions.

# **REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY**

**SEPTEMBER 21, 2010**

## **ANTICIPATED TIME LINE FOR CONSOLIDATION**

- Final Vote on Plan by RPC October 26, 2010
- Plan sent to the Commissioner following a positive vote of the School Committee/Board of Directors (Early November)
- Public Meetings - November - December - January
- November 29, 2010 - All Warrant Articles to the Town Clerks
- December 3, 2010 - Post Notice for Public Hearing on all Warrant Articles
- December 13, 2010 - Public Hearing on all Warrant Articles
- December 15, 2010 - Selectmen sign the Warrant and post them for town meeting - Jay
- RSU 36 - The Board of Directors signs the Warrants and serves them to the towns for posting
- December 23, 2010 - Absentee Ballots Available - Absentee Voting Starts
- January 25, 2011 - Referendum Vote

If the vote in all three towns is positive the new consolidated school department will be operational July 1, 2011.

The next meeting of the Regional Planning Committee will be October 5, 2010 at 6:00 at the Jay High School Library.

At 7:25 PM motion was made and seconded to adjourn.

bhs

## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

OCTOBER 5, 2010

Attending: Clint Boothby, Jim Chaousis, Ruth Cushman, Annette Girardin, Kenny Jacques, Kenneth Landry, Tim Madden, Justin Merrill, Ashley O'Brien, Mary Redmond-Luce and Kurt Schaub, Superintendent Susan Pratt and Superintendent Robert Wall. Absent was Denise Rodzen.

The meeting was called to order at 6:00 PM by Chair Clint Boothby.

Motion was made by Ruth Cushman and seconded by Kurt Schaub to approve the minutes of the September 21, 2010 RPC meeting. The vote in favor was unanimous of the ten (10) members present; Ken Landry arrived at 6:10 following the vote.

Superintendent Susan Pratt opened the discussion on the subject of possibly naming the new RSU for referral purposes. She asked if the group would like to name it or create a process by which the system would be named.

Following much discussion regarding the process, and rather students should be involved; it was made clear that this process was to be a temporary name for the school department for reference purposes. It was established that students would be involved in naming the schools, choosing a mascot, school colors and various other concerns related to the buildings that was previously recommended.

Motion was made by Jim Chaousis and seconded by Ashley O'Brien to come up with a temporary name for the school system for identity purposes. The vote in favor was unanimous.

Motion was made by Jim Chaousis and seconded by Ruth Cushman to name the newly formed school system the Spruce Mountain Regional School System for purposes of identity until the vote and the new school board is elected. The vote in favor was unanimous.

Superintendent Robert Wall presented an overview of the real property for the new RSU and the plan for transfer. He reported that Ruth Cushman, Superintendent Pratt, Superintendent Wall, town officials and attorneys got together to review and determine the boundaries of the Jay property. The group came to an agreement on the areas of the property that will relate to the Spruce Mountain Regional School System. He further reviewed each property, when it was built, square footage, approximate value, handicap accessibility, maintained condition, current student population, grade level, capacity and available space.

It was agreed that the Spruce Mountain Regional School System will need to develop a Memorandum of Understanding with the town of Jay concerning the property and usage for both groups.

Chair Boothby asked if the committee needed to accept this report on the real property.

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Superintendent Wall responded that by acceptance of the entire plan they will be approving this portion as well.

Superintendent Pratt reviewed Version #3 of the Reorganization Plan including all the exhibits that are now part of and attached to the plan. She highlighted some of the changes that have taken place since the last draft plan was presented. There are still a few areas in question around cash balances and contract issues that are being reviewed by the attorneys. The plan will come back to the committee for one more review and final vote of the RPC.

Following much discussion it was agreed that information presented at public meetings will need to be realistic and honest. If the information is not accurate it will be very difficult for the new board to accomplish what the plan has set forth.

Once the plan is finalized by the RPC, it will need to go to the Attorneys for a final legal review. When it comes back from the attorneys the Boards of both school departments will need to approve the plan then off to the Commissioner, before going to the voters in January.

At 7:57 PM motion was made and seconded to adjourn.

bhs



## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

OCTOBER 19, 2010

Attending: Clint Boothby, Ruth Cushman, Annette Girardin, Tim Madden, Mary Redmond-Luce, Denise Rodzen and Kurt Schaub; absent were Jim Chaousis, Kenny Jacques, Kenneth Landry, Justin Merrill and Ashley O'Brien. Also attending were Superintendent Susan Pratt and Superintendent Robert Wall, members of the press and members of the public.

The meeting was called to order at 6:02 PM by Chair Clint Boothby.

Motion was made by Kurt Schaub and seconded by Tim Madden to approve the minutes of the October 5, 2010 meeting. Ruth Cushman noted that in the next to the last paragraph on the first page, it should be that the Spruce Mountain Regional School System will need to develop a Memorandum of Understanding with the town of Jay and **RSU #36** concerning the property and usage for both groups. The vote in favor with the correction noted was unanimous.

Chair Boothby stated that the work of this committee is drawing closer to an end and that the next order of business is to review the draft plan #4.

Superintendent Pratt stated that Exhibit 3A has a typo error and that the Livermore 2009 estimated census should be 2,202. This has been corrected and copies of the new exhibit 3A were distributed. The corrected number does not change the apportionment the percentage actually is 1.02% deviation.

Superintendent Wall shared a Power Point presentation to go over points that were discussed at the last meeting. The presentation included the cost sharing overview, cost review areas, penalties, central office administration, buildings & staff (scenario A – year one and scenario 2), other areas (transportation, maintenance, debt service, supplies, etc.). High School enrollment projections and total district enrollment comparisons, enrollment projections for the middle schools were also reviewed. He stated that there is more than just an economic value to consolidation as both school districts enrollments continue to decrease the funds to offer good quality education will also decrease. Consolidation is a way of looking at spending our money better for kids. Unless something changes both systems are going to see fewer services for kids at a higher cost.

Several members of the committee expressed appreciation and thanks for the work that Superintendent Wall and Superintendent Pratt have given to this explanation. It helps to clarify the reality of the two school systems with the shrinking enrollments and the future if they do not consolidate.

Copies of a timeline from the attorneys to elect initial RSU Board assuming RSU is approved at referendum on January 25, 2011 were distributed and reviewed. It was noted that probably late April before the election of new board members will take place. This process is a very tight timeline with a great amount of work to be done following the action in January. The budget will have to be developed before the Board members are elected. There are still a few

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OCTOBER 19, 2010

questions around the financial piece that the attorneys are looking at but it does not change the plan as it is presented.

Ruth Cushman asked if the Memorandum of Understanding with the town of Jay and the two school departments can be signed before the vote. Superintendent Wall stated that the MOU can be drawn up and signed but that it would not be valid until the vote in January.

Both superintendents assured the committee that the plan as it is presented tonight is ready to go to each school departments Board and that they will make sure that the plan does not have any typos or other errors prior to the Boards action. The task at hand is to get this plan into the commissioner's office for approval. The two Boards will need to meet and take action on the plan prior to submission to the state.

Motion was made by Kurt Schaub and seconded by Tim Madden to approve the Jay/RSU #36 Reorganization Plan with so noted changes and that the plan be sent to the respective school boards for action. The vote in favor was unanimous of the six voting members present.

Superintendent Wall reported that there is a newsletter being created that will help to inform the communities regarding what is in the plan and what they will be voting on. It is important that people know that they are not voting on all the subcommittee work, as much of that work is advisory only. The final decisions will be made by the newly elected board of the new RSU.

The committee was informed that they will be sent copies of the full final version of the plan before it goes to the boards and that they will have to get back together after the plan comes back from the Commissioner's office.

Annette Girardin reported that the Teaching and Learning Sub-Committee has been meeting and that they would like to present at the next meeting of the RPC. It was agreed that the next meeting of the RPC will be Tuesday, October 26, 2010 at 6:00 PM at the Jay High School Library with the Teaching and Learning Sub-Committee presenting their information.

At 7:43 PM motion was made and seconded to adjourn.

bhs

## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

OCTOBER 26, 2010

Attending: Clint Boothby, Annette Girardin, Kenny Jacques, Tim Madden, Justin Merrill, Ashley O'Brien, Mary Redmond-Luce, Denise Rodzen and Kurt Schaub; absent were Jim Chaousis, Ruth Cushman, and Kenneth Landry. Also attending were Superintendent Susan Pratt and Superintendent Robert Wall, members of the press, members of the staff and members of the public.

The meeting was called to order at 6:00 PM by Chair Clint Boothby. Mr. Boothby expressed thanks and appreciation to all that have participated in some way throughout this process. The sub-committees have come forth with some very good information to help consolidation be successful.

Motion was made by Denise Rodzen and seconded by Kurt Schaub to approve the minutes of the October 19, 2010 meeting. The vote in favor was six (6) Justin Merrill and Ashley O'Brien abstaining, Kenny Jacques arrived following the vote.

Jeannine Backus, Chair of the Teaching & Learning Subcommittee, along with other members of the committee, presented information/recommendations that they researched and concluded. The committee reported that along with the members of this committee information was gathered from faculty members at LFHS and JHS. Jeannine expressed thanks and appreciation to Annette Girardin and Chris Ellingwood for their hard work in gathering the information from both high schools included in this document. In their report they had breakdowns for courses and student enrollment at both LFHS and JHS in the areas of English, Mathematics, Science, Social Studies, World Languages, Technology, Computer Technologies – Graphics/Design, Fine Arts, Health and Physical Education, Family & Consumer Technology, and Alternative Education. It is the objective of the Teaching and Learning Subcommittee to continue this process with the Middle School programming and also to get feedback from faculty at both the LFMS and JMS.

Clint Boothby and several members of the RPC committee expressed appreciation for all the work that this committee has done to present this document and that it will be very helpful for the new Board committee when they begin to put together student programming as consolidation moves forward.

Motion was made by Mary Redmond-Luce and seconded by Kurt Schaub to approve the recommendations of the Teaching and Learning Subcommittee as presented. The vote in favor was unanimous.

Superintendent Susan Pratt stated that there have been some questions regarding the voting piece and that she has clarification that the plan is voted on by the two units Jay and RSU 36 and not the three towns separately. The outcome will be a majority of the total votes for the two towns in RSU 36 combined and a majority of the total votes for the town of Jay.

## REGIONAL PLANNING COMMITTEE – JAY HIGH SCHOOL LIBRARY

OCTOBER 26, 2010

It was further clarified that closing buildings is not part of the plan. The decision to close buildings will have to be decided by the Board of Directors of RSU 36, the Jay School Department or the new RSU Committee. People are encouraged to get a copy of the plan and read it, attend the public presentations, ask questions and be informed when they vote.

Superintendent Bob Wall further clarified how the committee arrived at the cost sharing/apportionment plan recommendation. Several combinations of state valuation, student count and some combination of both were developed and reviewed. The conclusion was that state valuation was the fairest, smallest deviation for each town in terms of how we share cost over EPS.

The apportionment plan for representation on the new RPC board represents almost the same number of people from the three towns as one person-one vote method with a deviation of 1.02%. This representation will allow the 13 member board to have subcommittees which is very important for the function of any board.

It was stressed that if anyone has questions or hear rumors, that they pass the information on to either Superintendent Wall or Superintendent Pratt for clarification. It is important that the voters have the correct information when they vote. Also it was recommended that RPC Committee members that are available attend the meetings of the two school units when they are voting on the plan. The vote in Jay is scheduled to take place on November 4<sup>th</sup> at 6:00 PM and RSU 36 is looking at the possibility of voting on November 9<sup>th</sup> at 7:00 PM at the Cedar Street Learning Complex.

Chair Boothby thanked all members of the RPC Committee and those on the sub-committees for all the hard work that has taken place throughout the summer and fall to get this plan together and ready for the next phase of consolidation. He also urged committee members to attend the board meetings of the school units when they vote on the plan.

At 7:17 PM motion was made and seconded to adjourn.

Bhs/

## REGIONAL PLANNING COMMITTEE – LIVERMORE ELEMENTARY SCHOOL GYMNASIUM

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NOVEMBER 16, 2010

Attending: Clint Boothby, Jim Chaousis, Ruth Cushman, Tammy Dwinal-Shufelt, Annette Girardin, Kenny Jacques, Kenneth Landry, Tim Madden, Justin Merrill, Ashley O'Brien, Denise Rodzen and Kurt Schaub; absent was Mary Redmond-Luce. Also attending were Superintendent Susan Pratt and Superintendent Robert Wall, members of the press, members of the staff and members of the public.

The meeting was called to order at 6:00 PM by Chair Clint Boothby.

Mr. Boothby stated that at the time he proposed having this meeting the fate of the Reorganization Plan was not known as the Jay School Department had met and had not taken action to approve the plan and the RSU 36 school department had not met. Since that time both School Departments have met and have voted to approve sending the plan to the Commissioner's Office. Chair Boothby stated that he still thought the RPC Committee should meet as a committee to give the members one last meeting to consider its work and convey any questions or concerns on their minds.

By way of history, this process began in May with many sub-committees formed to look at the many aspects of the plan. Many people came forward to volunteer their time to work on sub-committees and this committee voted on all of those individuals and sent them off to do their work. The sub-committees came back to this committee with their numerous reports that involved areas of finance, governance staffing as well as other areas of school operations. The report of the Governance Sub-Committee was presented and approved unanimously to accept that report by this committee back in July. The final Reorganization Plan was presented to the RPC Committee in October and was voted unanimously to send to the Boards of both the Jay School Department and RSU 36 for their vote and then to the Commissioner's Office. It should be noted that it is the power of this committee to take action and make changes to this plan but it will then need to go back to the Boards for their approval and then on to the Commissioner. It would not leave enough time if that were to happen to meet the January 25<sup>th</sup> date to go to the voters.

At this point Mr. Boothby turned the meeting over to Superintendent Wall and Superintendent Pratt for review of those areas that have raised concerns among the community and that discussion and questions will follow.

Superintendent Wall reviewed the charge for this committee to put together a Reorganization Plan that would be a successful partnership for the communities and students. He stated that the law for the Governance requires that the voting representation is to be equally divided and that there are four methods to determine the board members and their voting power. The requirement is one person – one vote representation and how you determine that is by the best method of the four recommendations, sub-district method, weighted vote method, at large method or one person – one vote. The law provides that the method chosen will produce

## REGIONAL PLANNING COMMITTEE – LIVERMORE ELEMENTARY SCHOOL GYMNASIUM

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NOVEMBER 16, 2010

a board that has members that represent about the same number of citizens. After looking at all methods and the results of each method for consolidation it was voted to use the one person-one vote method and to have a 13 person board with representation from Jay to be six members, Livermore three members and Livermore Falls four members. The representation for board member to population numbers would be Jay 790, Livermore 734, and Livermore Falls 782 according to the estimated 2009 population with a deviation of 7.25% not to exceed the 16.4% variance. Although a 19 member board would have a lower variance, 5.47% it was approved that a thirteen member board would be the best representation within the law and be of a reasonable size. This would make it possible for sub-committees of the Board to function and bring information to the entire board for consideration.

The methods of Cost Sharing were also explored with several combinations of state valuation, student count and/or some combination of both were discussed. It was determined that the most cost effective option would be to set the cost sharing component on valuation only using the state valuation from the DOE 279 form for the FY 2011. This is the figure above Essential Programs and Services as determined by the DOE that each community would be sharing. The overall local and state funding would be 93% of the total budget with the cost sharing portion being 7% of the total budget. The total amount over EPS would be \$1,298,299.00 with Jay's share at 71.7%, Livermore at 14.56%, and Livermore Falls at 13.3%, currently Jay's cost for EPS is \$1,180,308.83 with the cost sharing as proposed Jay's cost would be \$1,140,634.16 or \$39,674.67 less than they currently would be spending. Livermore's share would be \$20,409.00 and Livermore Falls share would be \$19,265. It was approved by the Committee that this was the fairest and most equitable way of cost sharing of the proposed methods.

Superintendent Wall further stated that the factors that will influence cost and therefore will influence cost sharing are: combining the middle schools and high schools, utilizing and support a regional offering with new constructs for serving students, combine the central office services and rework the overall administrative complement, review all offerings for service and cost effectiveness.

Several members of the RPC Committee expressed their confidence in the committee and the work that has been done by the committee and the sub-committees to put together a fair and equitable plan to submit to the DOE. Several members spoke regarding the work that was done above and beyond the charge of this group and that they have given a full tool box to the new board to help develop a regional school unit once the voters have voted and approved this plan to consolidate. There are a lot of decisions that the new school board will have to make and the one thing that voters need to remember is that the school board will put together the budget but it will be the voters that approve it, the power is still with the people of the towns. As far as voting by towns it should be what is best for the kids and not by town lines. This consolidation is not going to be Jay and RSU 36 it will be Jay, Livermore Falls and Livermore and what is best for the students of the three towns combined. No town wants to see their taxes go up but if

## REGIONAL PLANNING COMMITTEE – LIVERMORE ELEMENTARY SCHOOL GYMNASIUM

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they don't find ways to conserve such as eliminating duplicate programs and services they will be looking at eliminating programs and services.

Members of the committee expressed concern that the press promote and help to get the correct information out to the public so that they can make an informed decision on January 25<sup>th</sup>. It needs to be pointed out that the penalties are not going away and that they may go up. Community members need to be encouraged to attend the public hearings, ask questions and get the facts about the Reorganization Plan for Jay and RSU 36 and how it can better the three communities. Putting the school units together will offer more opportunities for students, towns this size can't continue to take the burden. There is not going to be more money from the state if anything there probably will be less.

It was pointed out that the most important issue around this consolidation is the issue of trust and it was developed in this committee and we have centered it around kids. This needs to go to the voters and let them make the final decision.

There are many things in these three communities that are currently shared and we should be doing that for our students. We can't continue to put together good programs to prepare our students for the military, college or whatever they choose if we do not find efficient ways to do it and consolidation is one of those ways.

It was clarified that when the voters vote the total number of votes combined for RSU 36 (Livermore and Livermore Falls) and Jay will be the determining factor to either the plan passes or does not pass.

Chair Boothby stated that this committee has been together since May and at this point if there is nothing more on the table and we have discussed at some length the issues he would recommend that the school departments of Jay and RSU 36 submit this plan to the Commissioner's office. He expressed thanks to all the members that gave time and input to this process it is now time to send it to the voters and let them decide. He further stated that members get out in the community and meet with citizens to share the plan and what it means. Get the factual information to citizens so they can base their decisions on facts not rumors.

At 7:13 PM motion was made and seconded to adjourn.

Bhs/